CA4 ON HBL A05
C51F31
1990
November 8 -

Finance and Administration
Committee Agenda

K.E. AVERY
CITY CLERK

J.J. SCHATZ
DEPUTY CITY CLERK

THE CORPORATION OF THE CITY OF HAMILTON
OFFICE OF THE CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

TEL: 546-2700
FAX: 546-2095

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1990

URBAN MUNICIPAL
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GOVERNMENT DOCUMENTS

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE
Thursday, 1990 November 8
9:30 o'clock a.m.
Room 233, City Hall

John Thompson
Secretary

AGENDA

9:30 a.m.

1. **CONSENT AGENDA**

2. **ALDERMAN B. HINKLEY, CHAIRMAN**

   Cancellation of Meetings

3. **DIRECTOR OF PROPERTY**

   (a) Asbestos Control Program - Agreement between The Corporation of the City of Hamilton and The Regional Municipality of Hamilton-Wentworth and Ridesic, Preisman and Robinson Consultants Incorporated

   (b) Request of Cable 14 TV to use Pedestrian Bridge

4. **PARKING AUTHORITY**

   Resurfacing of Carpark #67, Queen, Hess, Peter & Napier Streets

10:00 a.m.

5. **TREASURER**

   1991 Realty Tax Notification Procedures

6. **GRANTS CO-ORDINATOR**

1991 Grant Application and Policy Revisions (Report to follow)

7. **FARMERS' MARKET SUB-COMMITTEE**

(a) Market Fees for 1991

(b) 1990 Christmas Holiday Schedule - Market Days

8. **CORRESPONDENCE REFERRED BY MAYOR'S OFFICE**

Cathedral Girls' High School Basketball Team - Request for Sponsorship

9. **REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH**

Resolution Re Goods and Services Tax - Request for Endorsement

11:00 a.m. **BREAK**

10. **DELEGATIONS**

Requests for Relief from Development Charges:

11.05 a.m. (a) Mr. Dinesh Mahabir - 280 Limeridge Road East

11:15 a.m. (b) Mrs. Ourda Masmoudi - 1415 Upper Sherman Avenue

11:25 a.m. (c) Mr. A. Darling - McMaster University

11:40 a.m. French Sub-Committee - Ministry of Municipal Affairs' Municipal Services in French Program

12:00 noon 11. **IN-CAMERA AGENDA**

12. **NEW BUSINESS**

13. **ADJOURNMENT**

OUTSTANDING ITEMS

FINANCE & ADMINISTRATION COMMITTEE

1. Staff Committee presently in the process of reviewing Procedural By-law including, but not limited to, the following issues:

   (a) Procedure for processing correspondence addressed to City Council - City Council 1990 Mar. 13

   (b) Authority for Standing Committees to recommend to City Council that a matter or resolution be reconsidered - Capital Budget Meeting 1990 Feb. 15

   (c) Policy to require that when a request for a Capital grant is denied, a two-thirds vote of members present when vote is taken would be required to forward Capital grant request to City Council for consideration and final disposition - Capital Budget Meeting 1990 Feb. 15

2. Consider establishing a limit on the number of conferences the same person can attend in any given year - Budget Meeting 1990 Feb. 23 (pending)

3. (a) Policy to exempt Parking Authority from realty and business tax -Budget Meeting 1990 Feb. 23 and Regular Meeting 1990 Mar. 22 (Presently under review by Treasurer)

   (b) Examine feasibility of directing the net revenue from parking fines into the Reserve Account - 1990 Mar. 22 (Presently under review by Treasurer)

4. Policy for apportioning costs of C.U.P. to users - Budget Meeting 1990 Feb. 23 (review pending)

5. Review Special Events Subsidy Fund - Budget Meeting 1990 Feb. 23

6. Recommendations of Mundialization Committee - Budget Meeting 1990 Feb. 23

7. Review need for Architectural Division - Budget Meeting 1990 Feb. 23
   Tabled pending completion of Comprehensive Audit.

8. Special meeting of Finance and Administration Committee to review Provincial system and formula for conditional grants to municipalities (selection of date and time pending)

9. Special Sub-Committee - Street Vendors Program - established to examine all aspects of the Program and report back to Finance and Administration Committee. Report and recommendations pending.

10. Property/Taxation Project - Staff Steering Committee including Alderman Agostino to review and examine the feasibility of monthly billings and separate tax bills for the Board of Education - Report Pending (Meeting of 1990 May 01 and June 21)

11. Feasibility of Licencing and Regulating the Tow Truck Industry - Report pending from Manager of Licensing.

12. Review licence fee and approval process for Transient Traders - Report pending from Manager of Licensing.

13. Optic Scan System at Municipal Elections - (1990 July 10) - Report pending from City Clerk

14. Senior Project Manager, Architectural Division - (1990 July 10) - Tabled pending completion of Comprehensive Audit.

15. Hamilton Public Library Board - User Pay Policy and Regionalization of Hamilton Library Services (1990 August 23) - Report pending from Library Board.

16. Resolution from the City of Burlington - Property Assessment Corporation (1990 August 23) - Report pending from Treasurer.

17. Council Agenda Line (1990 August 23) - Report pending from Manager of Property Maintenance and Manager of Purchasing.

18. Handbill Sub-Committee - Public meeting held 1990 October 1 to receive input on draft by-law - Final report pending.

19. Implementation of process to receive proposals from groups requesting space at West Avenue School (1990 September 20)

20. Hess Street Village Mall - Relief from outstanding Local Improvement Charges (1990 September 20) - Reports pending from Solicitor and Treasurer.

2.

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 2

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Alderman B. Hinkley, Chairman
Finance and Administration Committee

SUBJECT: **CANCELLATION OF MEETINGS**

RECOMMENDATION:

That approval be given to cancel the following regularly scheduled meetings in the latter part of December 1990 and in early January 1991 due to the Christmas and New Year Holiday period:

1) Transport & Environment Committee - Monday 1990 December 31

   Tuesday, 1991 January 1 - New Years Day

2) Planning & Development Committee - Wednesday, 1991 January 2

3) Finance and Administration Committee - Thursday, 1991 January 3

4) City Council - Tuesday, 1991 January 8

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

In consultation with the Chairmen of the Standing Committees, and having regard to available staff resources during the Christmas and New Year period, it has been suggested that the above meetings be cancelled.

3(a)

CITY OF HAMILTON

— RECOMMENDATION —

DATE: 1990 October 25
OCT 2 6 1990

REPORT TO: Mr. J. D. Thompson, Secretary ✓
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: **Agreement between The Corporation of the City of Hamilton and The Regional Municipality of Hamilton-Wentworth and Ridesic, Preisman and Robinson Consultants Incorporated (2719)**

RECOMMENDATION:

a) That the form of Agreement to be entered into between the Regional Municipality of Hamilton-Wentworth, the Corporation of the City of Hamilton, and Ridesic, Preisman and Robinson Consultants Incorporated for the Asbestos Control Program reflect the following:

   i) the waiver of the City's standard indemnification requirement;

   ii) the waiver of the City's standard requirement for Professional Liability Insurance;

   iii) the requirement that the Consultant provide the City and the Region jointly with an irrevocable Letter of Credit in an amount of not less than $10,000.00 in a form satisfactory to the City Solicitor and the Acting Commissioner of Legal Services.

D. W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

City Council at its July 31st, 1990 meeting approved the recommendation that the firm of Ridesic, Preisman and Robinson Consultants Incorporated be awarded the contract to provide consultant/coordination services for the establishment of an Asbestos Control Program. The Mayor and City Clerk were authorized and directed to execute an agreement with the subject Consultants in a form acceptable to the City Solicitor. To date, an acceptable agreement has not been obtained.

An indemnity clause is a standard requirement in all City contracts involving consultants and engineers. Ridesic, Preisman and Robinson Consultants Incorporated are not prepared to accept nor acknowledge this clause as they are unable to obtain professional liability insurance to cover any potential liability claims. Research by all involved parties has shown that insurance available to consultants in Ontario is currently pollution exclusive, i.e. PCB, asbestos, etc. Ridesic, Preisman and Robinson have investigated obtaining professional liability insurance, pollution inclusive, from a broker in Albany, New York. If this insurance is obtainable by this Consultant, i.e. if they qualify via underwriting for the coverage, the policy premiums would be in the $50,000.00 U.S. range, all of which would be at the expense of the City and Region and would be in addition to the contract amount of $140,512.00.

A survey of consultants involved with asbestos remedial action highlighted the fact that the client is always asked to waive any indemnity clause. If this clause cannot be waived, then insurance coverage is sought from the United States market. However, the consultants contacted indicated that this additional coverage was obtained on significantly larger projects or when performing work within the United States. In addition, Peel Board of Education, Metropolitan Separate School Board and McMaster University representatives were contacted regarding their insurance requirements. Performance bonds, Errors and Omissions insurance, i.e. professional liability insurance, and indemnity clauses are not requested at present.

The additional expense which would be incurred by the City for pollution inclusive insurance, apparently available only from brokers in the United States, appears to be prohibitive for this agreement.

You will also recall that during this year, Council agreed to waive the requirement of Professional Liability Insurance coverage for architectural consultants that were providing a service to the City where the building value is less than $1,000,000.00. This action of Council was based on a history of no claims in the past 25 years at least, and the fact that it too was cost prohibitive in relation to the overall value of the service contract.

The original manner in which the asbestos control program was to be carried out was to include the hiring of an asbestos coordinator who would be retained internally by the Region/City. In that case, the liability for Professional Errors would have been the responsibility of the Region/City.

Therefore, it is recommended that the Region's standard indemnity requirement and standard Professional Liability Insurance requirement be waived from the Agreement between The Corporation of the City of Hamilton, the Regional Municipality of Hamilton-Wentworth, and Ridesic, Preisman and Robinson Consultants Incorporated.

However, the Consultant is prepared to provide an irrevocable Letter of Credit in the amount of $10,000.00. This Letter of Credit shall be used if the situation should arise where the Consultant becomes bankrupt during the Works specified in the Agreement.

A report is being prepared for The Regional Municipality of Hamilton-Wentworth's Engineering Services Committee which will contain a similar recommendation.

There are further services by others which will be required to carry out the proposed asbestos coordination program. The issue of inability to acquire pollution insurance will again be encountered. It is possible that in the future this type of insurance will be available, however, this current problem may be incurred in future agreements if it is not.

The City Solicitors Department has been contacted regarding the issue of waiving the indemnity clause and has advised that its position is as follows:

1. The City Solicitors Department does not recommend the waiver of the City's standard indemnification requirement with respect to this contract.

2. The inclusion of this indemnity clause in the contract is in the best legal interests of the City because it minimizes the City's exposure to the risk of liability arising from the negligent performance of the Consultant's professional responsibility. Without this requirement, the City will have no recourse against the Consultant in the event that someone suffers damage as a result of the Consultant's negligence in the performance of its professional responsibility on City property and claims against the City.

3. In the case of a City employee, should he or she suffer the damage as a result of the Consultant's negligent performance of its professional responsibility, the City would not be able to commence a Worker's Compensation action to recover its subrogated claim.

4. As long as the Consultant performs its professional responsibility in a careful and competent manner, the City will have no occasion to require indemnification from the Consultant.

5. Accordingly, the City Solicitors Department advises that the Region's standard indemnification requirement be part of this contract.

With respect to the City's standard requirement of Professional Liability Insurance, it is legally advisable to have such insurance, provided it is available.

c.c. - Mr. Lou Sage, Chief Administrative Officer

- Mr. R. Swan, Manager, Property Maintenance Division

- Mrs. P. Noé Johnson, City Solicitor
  Attention: Mr. B. Loreto

- Mr. T. Gill, Acting Commissioner of Engineering
  Attention: Mr. D. Onishi

  Attention: Mrs. B. Matthews-Malone

- Mr. E. C. Matthews, Treasurer
  Attention: Mr. R. Underhill

3(b)

CITY OF HAMILTON

— RECOMMENDATION —

NOV 0 1 1990

DATE: 1990 November 1

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. D. W. Vyce
Director of Property

SUBJECT: ***Temporary Use of Pedestrian Bridge Across King Street West by Cable 14 TV Hamilton***

RECOMMENDATION:

a) That Cable 14 TV Hamilton be granted approval to place a television camera and table within the pedestrian bridge across King Street West on November 17, 1990 between the hours of 7:00 a.m. and 1:00 p.m. in order for Cable 14 to transmit the Hamilton Santa Claus Parade live to the citizens of Hamilton.

b) That the Director of Property be granted the authority to approve of a similar use in future years.

D.W. Vyce

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

I enclose herewith a copy of a letter dated October 19, 1990 from Mr. Bill Custers, Program Director of Cable 14 TV Hamilton with respect to the placement of a television camera on the bridge across King Street West during this year's annual Santa Claus Parade to be held on November 17, 1990. In addition to the camera, one small table to accommodate the parade hosts would be placed within the bridge. This activity would take place between 7:00 a.m. and 1:00 p.m. on November 17, 1990.

This department has no objections to the proposed use and are therefore prepared to recommend it for your consideration.

Furthermore, we believe it reasonable to consider this as an annual request and subject to Cable 14 notifying our department in advance, we are prepared to recommend that Council authorize staff to grant approval in the future as long as it does not interfere with any other activity.

c.c. The Hamilton Entertainment and Convention Facilities Inc.
Attention: Mr. S. Dockman

Attch.

(2719)

CABLE 14 TV HAMILTON

OCT 2 1 1990

October 19, 1990 .

Mr. John Thompson
City Clerk's Department
Corporation of The City of Hamilton
Hamilton, Ontario

BY FAX: 546-2095

Dear John;

I have been referred to you from Steve Dockman at the Hamilton Convention Centre. Steve and I had been discussing the possibilities of placing a television camera in the pedestrian walkway between the Convention Centre and the Sheraton Hotel to facilitate our live telecast of the Hamilton Santa Claus Parade on November 17, 1990.

We would require access to the walkway from approximately 7:00am. until 1:00pm on the day of the parade. Under no circumstances would any pedestrian traffic on the walkway be blocked as we would only require a small area to place one camera as well as a small table for our two parade hosts.

If you have any further questions please feel free to contact me at (416) 523-1414 at your convenience.

Yours truly,

Bill J. Custers
Program Director
TV Hamilton-Cable 14

FAX SENT TRANSMIS
TO: VERS: City Clerk Dept.
DATE: 10/19/90
TIME: HEURE: 950
BY: PAR: BC

150 DUNDURN STREET SOUTH, HAMILTON, ONTARIO L8P 4K3
TELEPHONE (416) 523-1414 FAX (416) 645-3234

CHAIRMAN:
THOMAS D. ADAMSON

MEMBERS:
[illegible]MAN VINCE AGRO
[illegible]MAN JOHN GALLAGHER

THE PARKING AUTHORITY
OF THE CITY OF HAMILTON

PETER G. BAKER
GENERAL MANAGER

TELEPHONE: (416) 523-PARK
FAX: (416) 523-0878

80 MAIN STREET WEST, HAMILTON, ONTARIO L8P 1H6

4.

FOR ACTION

OCT 24 1990

DATE: 23 October 1990

REPORT TO: Mr. John Thompson, Secretary
Finance and Administration Committee

FROM: Peter G. Baker, General Manager
The **Parking Authority of the City of Hamilton**

SUBJECT: Re-Surfacing of Carpark #67: Queen, Hess, Peter, Napier

RECOMMENDATION: That the **Parking Authority** be authorized to proceed to call for tenders to re-excavate, re-design, and re-surface Carpark #67; to be financed from an authorized account #Centre 908545001

P.G. Baker, General Manager,
The **Parking Authority of the City of Hamilton**

FINANCIAL IMPLICATION: There is $307,000 available in this account in order that the tender may be called.

BACKGROUND: This project was originally approved under the Capital Budget and subsequently given OMB approval No. E850450. The Finance and Administration Committee requested that a parking plan be brought forward once accepted by the **Parking Authority** Board.

cc Mr. E. Matthews, Treasurer

5.

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 2

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: 1991 Realty Tax Notification Procedures

RECOMMENDATION:

That for the 1991 taxation year, the City of Hamilton adopt the following procedures to notify taxpayers of the changes in the taxes levied for Education, Region and City purposes.

a) Continue the process of issuing **notification/tax bills** (as revised by the Finance and Administration Committee in 1990) to advise the taxpayer(s) of their total taxes assessed for 1991.

b) Place an **advertisement** in The Spectator, in a colour setting and in graphic form showing the allocation of the amount levied for Education, Region and City purposes; percentage increase in mill rates over the prior year for each organization based on an average assessment of $5,000.00; and information pertinent to telephone inquires and payment options.

c) Circularize an **information brochure** to all taxpayers displaying the levy responsibilities of each organization as outlined in section b. This brochure would also include a listing of the names and telephone numbers of the Trustees for the Public and Separate Education Boards, members of the Region and City Councils. This circular would be issued through the post office in conjunction with the issuance of the notification/billing in May 1991.

E. C. Matthews, Treasurer

Background - Continued

FINANCIAL IMPLICATIONS:

This process will result in an additional cost of $17,000.00 for the information circular and postage.

BACKGROUND:

LEGISLATIVE REQUIREMENT FOR THE LEVY AND COLLECTION OF EDUCATION AND MUNICIPAL TAXES BACKGROUND:

Section 164 (1) of the Municipal Act provides that the Council of each municipality shall levy and collect the amounts required for school and municipal purposes. (Attached is exhibit 'A' from Mrs. P. Noé Johnson, City Solicitor to the Members of Council setting out the legislative requirements pertaining to the levy and collection of education taxes.)

EXISTING PROCEDURES

In 1990 Finance and Administration Committee requested that the Committee Chairman, Alderman B. Hinkley undertake a review of the then existing tax notification/billing forms and procedures with Treasury and Information Systems staff. As a result of this review, the notification of realty taxes form (see exhibit 'B') was enhanced to emphasise the portion of the tax levy which was the direct responsibility of each body. In addition the form was amended to include an area which displayed the various organizations and associated telephone inquiry numbers.

The annual taxation advertisement (see exhibit 'C') was also modified from a tabular financial presentation to a graphic presentation using a pie chart showing the levy requirement for Education, Region and City purposes; a bar chart indicating the percentage increase in mill rates over the prior year for each organization based on an average assessment of $5,000.00; and information pertinent to telephone inquires and payment options.

The changes to the taxation notification and advertisement has had a profound impact on the taxpayers of the City of Hamilton. The public readily recognized the responsibility that each organization had on the increase in 1990 realty taxes, and through the notification was able to call the appropriate elected officials to voice their concerns.

Background - Continued

ALTERNATIVES

SEPARATE TAX BILLING

Some Members of Council have expressed a desire to have a system which would produce a separate tax billing for education and municipal purposes.

In order to initiate such an action the Municipal Act states that:

> '380.--(1) Notwithstanding section 379, in local municipalities, the council may by by-law authorize the preparation and giving of two separate notices, one notice specifying the amount of taxes payable for all purposes except school purposes and one notice specifying the amount of taxes payable for school purposes,...'

For the information of the Committee, a separate billing system was implemented in Sudbury in 1976 and it was found to be **administratively unfeasible and politically unfavourable.** They subsequently reverted to the traditional tax billing and collection system in 1977 as they encountered numerous difficulties (see exhibit 'D') as critiqued below:

- taxpayers who utilized the banking system to remit payment were levied duplicate bank service charges. **At today's rate of $1.25 per transaction, the taxpayer would be required to pay $2.50 per billing.**

- service became slow, tedious, line-ups for service increased, taxpayers nerves became frayed and complaints against the elected representative were received.

- as mortgage companies were handling twice as many tax bills, they requested additional time to process payments. Administrative expenses of the mortgage companies increased due to the duplication of work load.

- complaints were received on the economics of the system such as additional cost for printing two bills, extra envelopes, postage, staff.

- additional workload and expenses were incurred in the cashiering, posting and balancing processes.

Background - Continued

- the system resulted in additional staff, programming, computer and material expense.

We have reviewed the processes pertaining to the present taxation system with information systems personnel and have determined that the change is possible. A separate system of billing education and municipal taxes will allow the taxpayer to discern the taxing responsibility of each organization. The impact of separate billing is diminished somewhat by the fact that unless the taxpayer has a bases for an overall correlation, i.e. graphic chart showing the relationship of increases for all bodies, there is no comparison of data.

Notwithstanding the problems encountered administratively by Sudbury, we estimate that the necessary expenses associated with this change, would cost the City approximately $450,000.00 per year for additional staff, postage, forms, education of taxpayers, development costs for systems, programming and computer time.

Earlier this year the Finance and Administration Committee approved the development and implementation of a new taxation billing and accounting system. Should consideration be given to utilizing the separate billing system, it must be understood by the Committee, that it will result in a delay of one year for the implementation of the new system as resources would be shifted.

GENERAL INFORMATION BROCHURE - AUTOMATED MAILER ADDRESSED TO OWNER

Distribute an information brochure on an automated mailer for all realty and business taxpayers. This general information brochure would be mailed to the ratepayers. The information printed would include a pie chart displaying the allocation of the amount levied for Education, Region and City purposes, percentage increase in mill rates over the prior year for each organization based on an average assessment of $5,000.00, a listing of the names and telephone numbers of the Trustees for the Public and Separate Education Boards, and members of the Region and City Councils, and information pertinent to telephone inquires and payment options. This circular would be issued through the post office in conjunction with the issuance of the notification/billing in May 1991. See exhibit 'E'.

Again this information notice would be **limited to the assessed realty and business taxpayers, and as a result would not reach tenants of apartments.**

Background - Continued

This version is estimated to cost $38,000.00 for forms, postage, programming and computer time.

INFORMATION BROCHURE - GENERAL DELIVERY

Issue an information brochure to all households and businesses (including tenants of apartments) displaying the allocation of the amount levied for Education, Region and City purposes, percentage increase in mill rates over the prior year for each organization based on an average assessment of $5,000.00, a listing of the names and telephone numbers of the Trustees for the Public and Separate Education Boards, and members of the Region and City Councils, and information pertinent to telephone inquires and payment options. This circular would be issued through the post office using 3rd class postage in conjunction with the issuance of the notification/billing in May 1991. See exhibit 'F'.

This notice would provide the greatest penetration to the Citizens of Hamilton and provide a simple, but profound graphic presentation of mill rate increases or decreases to the assessed owners. When presented correctly, the question of accountability and responsibilities for increases in municipal taxes will be undoubtedly connected with each organization.

This version is estimated to cost $17,000.00 for forms and postage.

SUMMARY

After reviewing the existing procedures and the various viable alternatives (summarized on exhibit 'G'), I would recommend the use of an information brochure for general delivery to all households in the City of Hamilton. This mode would provide the greatest exposure, impact and information dissemination to the Citizens of Hamilton, and is cost effective. This information brochure should be mailed in conjunction with the issuance of the notification/billing of the 1991 annual tax levy. This method would direct the taxpayer to acknowledge the responsibility that each organization has had in sharing the municipal tax burden.

The Committee should also be aware of the implications of a possible infusion of transfer payments into the education system through the new provincial government, and the impact on the levy of each organization should a shift in the tax burden occur.

Accountants are occasionally thought as a group of individuals who often think in terms of black and white, therefore it may be appropriate to hire a marketing consultant who would

Background - Continued

be able to present the desired information to the taxpayer in a graphic form which is easily understood.

It is important to recognize the impact of graphically displayed facts. It is easier for an individual to comprehend this type of data rather than financial data set out in a tabular fashion.

PREAUTHORIZED MONTHLY PAYMENTS OF TAXES

Council has expressed the desire to implement a system of accepting monthly payments for realty and business taxes. In consultation with the information systems department we find that extensive redesign of programs and major modification to the existing software would be required to deal with the billing, calculation of penalty and interest, discount, and file data retention. With the current information at our disposal it is estimated to require approximately seven to ten months of programming (redesign and revision), testing and phasein through the taxation section of treasury. Should the Finance Committee adopt the philosophy of a separate billing process for education, additional technical problems would result and add additional time to the programming tasks.

The current project approved by Council for the development and implementation of a new taxation system through the database management system, will accommodate the requirements as set outlined in the minutes of the 1990 May 29 meeting. Should the Finance Committee deem this to be an immediate standard, the development of the new system would cease and information system staff would be reallocated. This coupled with the separate bill issue would delay the taxation and parcil project for some time.

cc. Mr. J. Hindson, Director of Information System
Mrs. P. Noé Johnson, City Solicitor

Corporation of the City of Hamilton
Office of the City Solicitor
Memorandum

MAY 0 3 1990

****

TO: Alderman B. Hinkley, Chairman
Finance and Administration Committee

CC: Members of Council

FROM: P. Noé Johnson
City Solicitor

FILE: I2-0.1

RE: **Board of Education**
1990 Tax Levy

DATE: 1990 May 2nd

ORIGIN: The Finance and Administration Committee at its special meeting, May 1, 1990 concurred in the following recommendation which is being referred to Council:

"That the 1990 Mill Rates for the Boards of Education not be included for billing purposes in the tax collections."

FINANCIAL/LEGAL/PERSONNEL IMPLICATIONS: considerable

DISCUSSION: The rights and obligations of the Boards of Education and the City on the collection of school taxes have been strictly defined by the Province in the Education Act RSO 1980, c.129 and in the Municipal Act RSO 1980 c.302.

(a) The Boards of Education have the exclusive jurisdiction from the Province to determine their budgets for education purposes (s. 209(1) Education Act).

(b) The public Board of Education is required to submit to the City, the Board's estimates of the sums of money the Board requires. The public Board of Education is not permitted to collect the school taxes it requires directly from the taxpayer (unless the Board of Education were located in a territory without municipal organization, s. 210(6) Education Act).

The Separate School board may require the City to collect taxes for separate school purposes (s.127, Education Act) or, in the Board's discretion, the separate school Board may collect separate school taxes directly from the landowners like other realty taxes (s.128, Education Act).

(c) The City is required by the Municipal Act to adopt estimates, sufficient to pay the amounts "required by law" for school purposes. (s.164); levy the rates determined by the Board , collect (s.378) and to pay those taxes to the school boards, payment is due on a certain date (s. 215, Education Act)

(d) The City Clerk is under a statutory duty to make the "Collector's Roll" which includes the "school rate" and provide same to the City Treasurer and to the City tax collector. (ss. 374(l) and (2) Municipal Act).

(e) The City tax collector is under the statutory duty "upon receiving his roll, shall proceed to collect the taxes," (s. 378, Municipal Act)

(f) If any realty taxes remain unpaid, the City is required (in order to pay the Board of Education its levy in full) to make up the deficiency.Interest from date the payment is due is calculated at prime rate. Date payment due is either by agreement or in the absence of agreement by statute. (s.215 Education Act)

(g) Every Treasurer, Clerk or "other officer" who refuses to perform his duty required by the Municipal Act is guilty of an offence (s. 473, Municipal Act).

(h)"anyone aggrieved"(including a Board of Education) may sue the City if the City Treasurer defaults in his duty (s. 494, Municipal Act).

(i) If City defaults in its duty to collect and/or pay school taxes to a Board of Education, the Province may (Unconditional Grants Act);

(1) stop payment of provincial funds to the City;or
(2) commence an action against the City for the "school money",including interest from date payment due.

The City is permitted by the Municipal Act to enact a by-law to authorize the City's collection of taxes by two separate Tax Notices. One Tax Notice would specify the amount payable for all taxes (except school purposes) and the other Tax Notice would specify the amount payable for school purposes. However, at all times, these taxes would be collected by the City whether for school or other than school purposes (s. 380, Municipal Act).

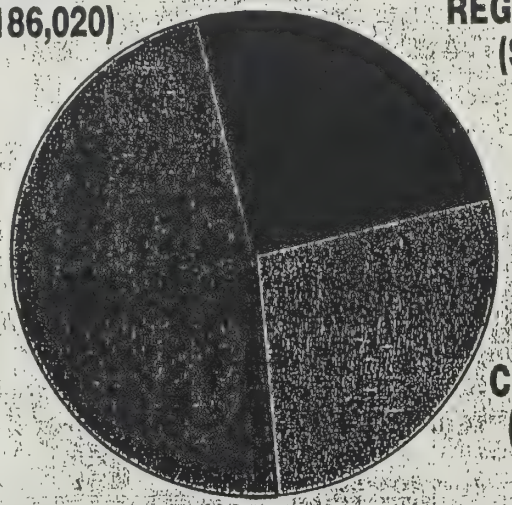
P. Noé Johnson

Exhibit C

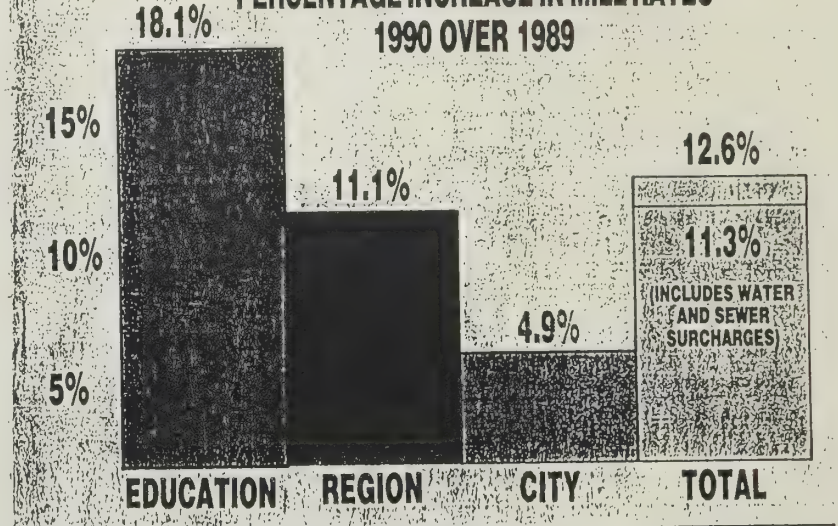
THE CORPORATION OF THE CITY OF HAMILTON

1990 TAXATION NOTICE

1990 TAXES LEVIED FOR EDUCATION, REGION AND CITY PURPOSES (000'S)



PERCENTAGE INCREASE IN MILL RATES 1990 OVER 1989



$134.76 + $46.44 + $22.78 = $203.98*

* INCREASE IN RESIDENTIAL REALTY TAXES, WATER RATES AND SEWER SURCHARGES ON A $5,000 ASSESSMENT

ALL REALTY AND BUSINESS TAX BILLS HAVE BEEN MAILED

TELEPHONE ENQUIRIES

EDUCATION — PUBLIC BOARD 521-2508
EDUCATION — SEPARATE BOARD 525-2930
EDUCATION TAXES ARE APPROVED BY THE APPLICABLE SCHOOL BOARD AND ARE NOT SUBJECT TO ALTERATION BY MUNICIPAL COUNCILS.

REGION — 546-2608
REGION TAXES ARE APPROVED BY REGIONAL COUNCIL

CITY — 546-2774
CITY TAXES ARE APPROVED BY CITY COUNCIL

OTHER TAX INFORMATION — 546-2774

PAYMENT OPTIONS FOR REALTY TAXPAYERS

(1) On or before May 31, 1990, pay the prepayment amount to take advantage of your discount.

OR

(2) On or before June 29, 1990, pay the amount due (which is the third instalment). The fourth (final) instalment will be due and payable on or before September 28, 1990.

PAYMENT PROCEDURES FOR BUSINESS TAXPAYERS

On or before May 31, 1990 (which is the final instalment).

FAILURE TO RECEIVE A TAX BILL DOES NOT RELIEVE THE TAXPAYERS OF THE OBLIGATION TO PAY TAXES WHEN DUE.

Prompt payment avoids penalties.

K. E. AVERY
City Clerk

E. C. Matthews, B.A., C.A.,
Treasurer

Exhibit D

Our solicitor took the position that the Municipal Act does not say that you cannot have parate billing.

I will outline the basis of our separate tax billing system, and as you must be aware this was a political decision and not one that I personally believe should have been implemented during this year of restraint and cut-back.

The system inaugurated in 1976 for separate billing school taxes created problems that were anticipated and these were presented to Council but they would pay no heed. My greatest concern is in providing ratepayer satisfaction and as it turned out service was slow and tedious; line-ups for service were unavoidable and as a result many ratepayers' nerves became frayed. Complaints against the politicans were many and tact had to be used to smooth the ruffled feathers of many ratepayers.

The mortgage companies wanted extension of time for payment of taxes because of the extra work load; they needed extra computer time because they also work on an allocation basis for such computer time and this double billing duly increased their expense and allotment of such time. This request I had to refuse unless they wished to pay penalty for late payment.

The information on the face of the bill caused problems that though the majority of taxpayers are educated, such presentation of information was difficult to comprehend. Since the Interim bill was not under separate billing, the After Interim separate billing tried to combine information for the ratepayers use and unless you are working with the system it made it very difficult to correlate the figures.

Every complaint on this regard had to be explained with the use of our tax register. Trying to explain this segment via the telephone was very difficult because the ratepayer would just ramble off figures which do not appear on our final calculation register. The ratepayers complaints, and they were in the hundreds, ranged from informative complaints to abusive tirades. Such as, what are my yearly taxes, the Interim payment is not correct, how come I have a credit on one billing and a balance on the other. The complaints on the economics of the system were a) the scheme is stupid b) why the extra cost for printing two bills c) waste of money on extra envelopes, postage, help, etc., d) don't send children to school any longer, why pay for services not received e) you can see that it's election year.

And then there were the great majority of ratepayers who calmly paid, and they paid both bills with separate cheques or submitted both bills with six post-dated cheques, resulting in causing an approximate double work load for cashiering, balancing, and computer posting. Our processing of court of review decisions or Sec 635's is such that every such billing has to be recalculated, and re-typed. Any other change on bills that come through whether ownership, mailing address, etc. doubled.

We encountered a great problem in that we are obliged to send the receipted copy of the tax bill that is paid by the mortgage company to the home-owner and there was no way in which our mechanical system could correlate the two tax bills along with the multiple brochures. This had to be done manually and it was very time consuming.

We tried to keep a log of all the complaints that came in but because of the volume and pace it was discontinued except to say that they numbered in the hundreds. A consensus of opinions expressed by rational taxpayers is: a) who reads all the information sent out? b) we all know we have to pay education taxes, last years bill was sufficient c) make things easier rather than burdensome for the ratepayers.

Aside from all this, even the legal profession when requesting tax information for school purposes are referring their queries to the Board of Education because they have assumed because of the two separate billings to refer to different departments for different forms of information.

Ratepayers who use the banks as tax depots are charged 25 cents on each instalment payment, for each bill, which therefore is double the cost for those people who don't come to city hall to make payments.

From the office point of view these are the experiences for the month:

1) The staff received unnecessary abuse
2) There had to be many face saving arguments for our superiors and politicans
3) From a common sense point of view we should revert to the one tax bill system
4) The programme has cost additional monies, based on approximately 29,00 entries on the tax collectors rolls

a. overtime labour	$2,000.00
b. additional computer time	480.00
c. additional tax bills	1,200.00
d. additional information inserts	800.00
e. additional envelopes	300.00
f. additional postage	3,000.00
	$7,780.00

[Wm Pollesel, Chief Tax Collector
Corporation of the City of Sudbury]

Exhibit F

THE CORPORATION OF THE CITY OF HAMILTON

TREASURY
CITY HALL, HAMILTON, CANADA
L8N 3T4

MUNICIPAL TAX INFORMATION BROCHURE

ALL REALTY AND BUSINESS TAX BILLS HAVE BEEN MAILED

TELEPHONE ENQUIRIES

EDUCATION - PUBLIC BOARD	521-2508
EDUCATION - SEPARATE BOARD	525-2930

EDUCATION TAXES ARE APPROVED BY THE APPLICABLE SCHOOL BOARD AND ARE NOT SUBJECT TO ALTERATION BY MUNICIPAL COUNCILS.

REGION -	546-2608

REGION TAXES ARE APPROVED BY REGIONAL COUNCIL.

CITY -	546-2774

CITY TAXES ARE APPROVED BY CITY COUNCIL.

OTHER TAX INFORMATION -	546-2774

PAYMENT OPTION FOR REALTY TAXPAYERS

(1) On or before MAY 31, 1991, pay the prepayment amount to take advantage of your discount.

OR

(2) On or before June 29, 1991, pay the amount due (which is the third instalment). The fourth (final) instalment will be due and payable on or before September 28, 1991.

PAYMENT PROCEDURES FOR BUSINESS TAXPAYERS

On or before May 31, 1991 (which is the final instalment).

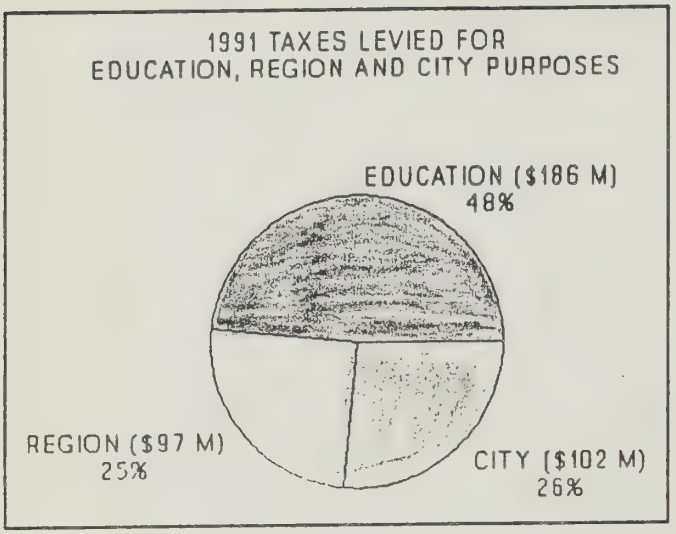
ILURE TO RECEIVE A TAX BILL DOES NOT RELIEVE THE TAXPAYER OF THE OBLIGATION TO PAY TAXES WHEN E.

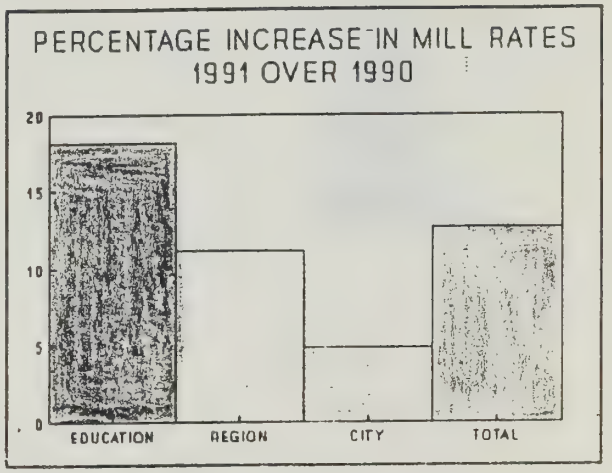
K.E. AVERY
City Clerk

Prompt payment avoids penalties

E.C. MATTHEWS, B.A., C.A.,
Treasurer

THE CORPORATION OF THE CITY OF HAMILTON 1991 TAXATION INFORMATION





$134.76 + $46.44 + 22.78 = $203.98

BASED ON AN ASSESSMENT OF $5000.00

TRUSTEES, COUNCILLORS AND ALDERMAN BY WARD

	Public School Board 521-2508	Separate School Board 525-2930	Hamilton-Wentworth Council 546-2608	City of Hamilton Council 546 2730
Ward 1	Marjorie Baskin Judith Bishop	Dr. J. Morreale	Terry Cooke Mary Kiss	Terry Cooke Mary Kiss
Ward 2	John Johnston Anne Stewart	Mr. F. Salvatori	Vince Agro William McCulloch	Vince Agro William McCulloch
Ward 3	Bert Allen Bob Stewart	Mr. A. Agro Mr. B. Morelli	Brian Hinkley Don Drury	Brian Hinkley Don Drury
Ward 4	Sandy Hill Ray Mulholland	Fr. R. Synnott	Geraldine Copps VACANT	Geraldine Copps VACANT
Ward 5	Margaret Cunningham Joseph Rogers	Mrs. V. Desantis Mr. N. Dowhaniuk	Dominic Agostino Fred Lombardo	Dominic Agostino Fred Lombardo
Ward 6	June Deans Marion Lowe	Mr. M. Cupido Fr. K.D. Kennedy	Tom Jackson VACANT	Tom Jackson VACANT
Ward 7	Paul McWhinnie Peter Kennedy Geoff Korz	Mr. P.J. Daly (Jr.) Mr. J. Rocchi	John Gallagher Henry Merling	John Gallagher Henry Merling
Ward 8	Mary Caye Clark Wesley Hicks John Penner	Mrs. M. Locane Mr. T. Gallagher	Tom Murray Don Ross	Tom Murray Don Ross

CITY OF HAMILTON

Exhibit G

TREASURY

PRESENTATION OF 1991 TAXATION INFORMATION

METHOD	*IMPACT*	*EXPOSURE*	*ADDITIONAL COST*
Existing Procedures	High	Advertisement	$0.00
Separate Tax Billing	Limited	Lack of education and comparative data	$450,000.00
General Information Brochure	High	Advertisement, graphic information received directly by each taxpayer	$38,000.00
Information Brochure - General Delivery	High	Advertisement, graphic information received directly by all taxpayer including tenants of apartments	$17,000.00

7(a)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 3 1 1990

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mrs. S. Glover, Secretary
Farmers' Market Sub-Committee

SUBJECT: **Market Fees for 1991**
Hamilton Farmers' Market

RECOMMENDATION:

(a) That the Hamilton Farmers' Market fees be increased by five per cent (5%), per schedules "B" and "1" attached.

(b) That the City Solicitor be directed to prepare an amendment to By-law 81-180, "to regulate the Hamilton Farmers' Market" to reflect this increase.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The increase will generate approximately $16,500. in additional revenue.

BACKGROUND:

The Hamilton Farmers' Market Sub-Committee at their meeting of 1990 October 30 made the foregoing recommendation. The recommended increase is in keeping with the 5% inflationary rates for 1991

SCHEDULE 'B'
TO
BY-LAW NO. 87-324

SCHEDULE 'B'

(Section 7)

PART 1: PRODUCERS' AND DEALERS' FEES

Stand Number	Location	Amount of Producers' and Dealers' Fees Per Month	Per Day
1 to 8	(Refrigeration Units)	$ 265.00	N/A
12 to 18	(Refrigeration Units)	265.00	N/A
22	(Refrigeration Units)	265.00	N/A
9,10,11	(Refrigeration Units)	221.00	N/A
19,29,21	(Refrigeration Units)	221.00	N/A
23 to 46	RAMP	154.00	24.00
47 TO 62A	North Wall - Main Floor	154.00	24.00
63 to 70	West Wall - Main Floor	154.00	24.00
71 to 95	South Wall - Main Floor & Under ramp	154.00	24.00
96 to 100	Loading Docks (from 7:30 a.m. to 4:00p.m.)	154.00	24.00
101 to 111	East Wall - Main Floor	154.00	24.00
112 to 143	Stands In Middle from East to West (North Side)	154.00	24.00
144 to 175	Stands in Middle from West to East (South Side)	154.00	24.00
30a, 35a, 37a, 46a		85.00	11.50
70a, 72a		65.00	11.50
92		217.00	24.00
176	Coffee Shop	308.00	N/A

SCHEDULE 1

TO

By-law No. 87-180

PART 2: DEALERS' FEES PAYABLE IN ADDITION TO FEES PAYABLE UNDER PART 1

Stand No.'s	Dealers' Fees Per Annum
1 to 76	$ 89.00

PART 3: PRODUCERS' AND DEALERS' FEES FOR ADJACENT STANDS

Fee for one stand when available, immediately adjacent to a stand for which an annual fee is paid in advance .....$ 7.00 per day

PART 4: FRIDAY MARKET FEES

8 FT. Refrigeration Unit .....$17.00 per day
12 FT. Refrigeration Unit .....$21.00 per day
Regular Stands .....$12.00 per day
Each Additional Stand .....$ 7.00 per day
Coffee Shop .....$23.00 per day
Daily Users' Fees .....$21.00 per day

7(b)

CITY OF HAMILTON

- INFORMATION -

OCT 3 1 1990'

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mrs. S. Glover, Secretary
Farmers' Market Sub-Committee

SUBJECT: **1990 Christmas Holiday Schedule**
Market Days - Hamilton Farmers' Market

BACKGROUND:

The Farmers' Market Sub- Committee, at their meeting of 1990 October 30 scheduled the Market Days during the 1990 Christmas holiday as follows:

CHRISTMAS WEEK

Monday, December 24, 1990
Thursday, December 27, 1990
Friday, December 28, 1990
Saturday, December 29, 1990

NEW YEAR'S WEEK

Monday, December 31, 1990
Thursday, January 3, 1991
Friday, January 4, 1991
Saturday, January 5, 1991

8.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

****

TO:	Chairman and Members Finance and Administration Committee	YOUR FILE:	
FROM:	Mr. John Thompson, Secretary Finance & Administration Committee	OUR FILE: PHONE:	546-2747
SUBJECT:	**CATHEDRAL GIRLS' HIGH SCHOOL BASKETBALL TEAM**	DATE:	1990 November 5

Attached is a copy of a letter from Mr. Vincent Lepore of Cathedral Girls' High School to Mayor Robert M. Morrow requesting that consideration be given to making a financial contribution to be used to assist in defraying expenses to be incurred in that school's basketball team participating in a tournament in Tucson, Arizona, which has been referred to the Finance and Administration Committee for consideration.

For the information of the members of the Committee, the City's present policy is not to provide funding to individuals, groups and organizations to defray costs associated with representing the City at events outside the City of Hamilton.

John Thompson

att.

c.c. Mayor R. M. Morrow

OCT 2 2 1990

OCT 15 1990

Cathedral Girls' High School

467 MAIN STREET EAST—HAMILTON, ONTARIO
PHONE 527-4326
L8N 1K1

Miss W. R. Scherloski, Principal
Mr. J. C. Maga, Vice-Principal

90 10 01

Mayor Robert Morrow
City Hall
Main St. West
Hamilton, Ontario

Dear Bob

Enclosed is the letter that Vince sends to all potential sponsors -- individual or business.

I think the "free" advertising on our sign has been the drawing card - not the Basketball!

Anything you can do would be much appreciated.

Thanks for your support Bob.

Singerely

Wilma.

WRS:sb
encl.

Cathedral Girls' High School

467 MAIN STREET EAST–HAMILTON, ONTARIO
PHONE 527-4326
L8N 1K1

Miss W. R. Scherloski, Principal
Mr. J. C. Maga, Vice-Principal

Dear Friend,

Cathedral High School has accepted an invitation to participate in the Tucson High School Girls' Basketball Classic in Tucson, Arizona (Dec. 27, 1990-Jan. 3, 1991). This outstanding tournament will involve various teams from three Canadian provinces and five American states (including Alaska!). We believe that participation in this tournament will provide our students with an exceptional academic, athletic, and social experience. We therefore consider this to be a very worthwhile and valuable opportunity for our students.

Participation in this event, however, is a very costly undertaking. In order to assist in the financing of this event, our school has implemented an exciting "Business Sponsorship Program". This program will work in the following manner:

(i) Donors of any amount- receive a "letter of appreciation"

(ii) Donors of $50.00 or more- receive a letter plus an advertisement in a souvenir program (distributed to members of the local community)

(iii) Donors of $100.00 or more - receive letter, advertisement in program plus one day's advertisement on the Cathedral School Sign located at 467 Main St. E. (great public relations!)

(iv) Donors of $250.00 or more- receive letter, advertisement in program, sign advertisement plus a "plaque of appreciation"

Note: All donors will receive an advertisement receipt (suitable for tax purposes).

If your business would like to participate in this sponsorship program, please complete the accompanying form.

Yours truly,

Vincent J. Lepore

Vincent J. Lepore
(Arizona Trip Co-ordinator)

10(a)
11:05

CITY OF HAMILTON

— RECOMMENDATION —

OCT 2 3 1990

DATE: 1990 October 22

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. L. King
Building Commissioner

SUBJECT: 280 Limeridge Road East - Payment of Development Charges

RECOMMENDATION:

That the request by Mahabir Homes Limited for relief of payment of Development Charges for the property at 280 Limeridge Road East be denied.

L.C. King, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The owner of this property developed the subject site under separate permits for all five buildings. As each building was completed the owner applied for the next building permit in turn.

The building permit for the final block of townhouses was applied for in August of 1990. Due to the date of the building permit application, this final block of townhouses is subject to the charges under the City Development Charges By-law. Please find attached copies of correspondence from the owner relating to this property and the reasons outlined why the owner feels an exemption should be made.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

****

TO: Mr. L. King,
Building Commissioner,
Building Department.

YOUR FILE:

FROM: Mr. J. J. Schatz,
Deputy City Clerk
City Clerk's Department

OUR FILE:
PHONE: 546-2727

SUBJECT: **280 Limeridge Road East.**

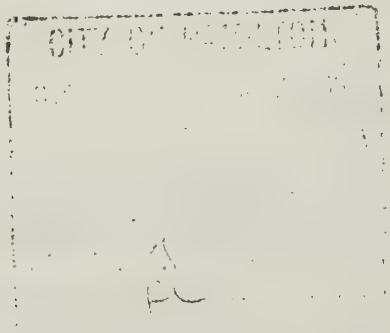
DATE: 1990 September 28

Attached please find a letter dated September 27, 1990, from Mr. Jerry Wannop, Wentworth Construction Planning, appealing the development charges relative to the building permit for the above-noted.

Would you please undertake to have this matter processed.

J. J. Schatz,
Deputy City Clerk.

Attch.



cc: Mr. J. Wannop

Mrs. S. Reeder,
Secretary,
Planning & Development Committee.

WENTWORTH CONSTRUCTION PLANNING
361 JACKSON STREET WEST
HAMILTON, ONTARIO L8P 1H2, CANADA

"JERRY" G. WANNOP
ESTABLISHED 1968

RES. (416) 634-1329
BUS. (416) 522-7585

RECEIVED
SEP 27 1990
CITY CLERKS

September 27, 1990

City Hall
71 Main Street West
Hamilton, Ontario
L8P 1H4

ATTENTION: City Clerk

SUBJECT: 280 Limeridge Road East
File No. DA-89-60

Dear Sir:

My client, Mahabir Homes had this development agreement approved on October 18, 1989 and work started on the first of five buildings immediately, with the building permits being secured as each group of townhouses were completed. Due to this circumstance, he wishes to be made exempt from the increase in fees as per the letter from the Building Department of September 7, 1990.

Respectfully,

Jerry Wannop

JW/ca

MAHABIR HOMES LIMITED

1350 Garth St., Unit 74 Hamilton, Ontario L9C 5V3 (416) 389-2450

August 31, 1990

City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Re: 26 Units Townhouse Condominium Project at
280 Limeridge Road East

Dear Sir,

I am a Builder in the city of Hamilton, presently constructing the above project.

The land was purchased in March 1989 and construction started in November 1989. There are five buildings consisting of three 6 unit blocks, one 5 unit block and one 3 unit block. In order to control costs the building permits were applied for and obtained prior to the construction of each block. Three blocks (17 units) have already been built to date and we have applied for the permit of the last 6 unit block. We subsequently received notification of a substantial increase in fees to be paid before issuing the permit.

This project was planned with the intention of offering the units at affordable prices. Presently, the government policy of high interest rates have put a severe damper on the housing market. And these additional permit fees (increased from $18,320.00 to $56,762.00) charged by the city of Hamilton will only push the cost of construction to levels where there will be no incentive to build.

Construction on this project was started before the implementation of the new permit fees. And our project budget was calculated using the old fees. Our bankers are not financing any cost overruns. Therefore, we have to find this extra money from another source. Under the present tight money conditions this is near impossible especially since we will have no additional security. If we are forced to pay the new fees we would have to terminate the project. And if the project is stopped at this time, the condominium would not be registered.

With this in mind we are appealing to you to kindly look into this matter on our behalf and see if the relevent authority would consider our present position and apply the old permit fees to this project so that the project can be completed.

We thank you and look forward for an early response.

Sincerely yours,

Dinesh S. Mahabir

OFFICE OF THE BUILDING COMMISSIONER

FAX # (416) 546-2764

REFER TO FILE 90.4.12, 90.4.12.1

ATTENTION OF P.C. Lampman

THE CORPORATION OF THE CITY OF HAMILTON

546-4653

DEPARTMENT OF BUILDINGS

HAMILTON, ONTARIO

September 7, 1990

Mahabir Homes Limited
Unit 74-1350 Garth Street
Hamilton, Ontario
L9C 5V3

ATTENTION: Mr. Dinesh S. Mahabir

Dear Sir:

RE: 280 Limeridge Road East

This Department acknowledges receipt of your letter dated August 31, 1990 respecting the above-noted subject property and application of the City and Regional development charges.

For your information, the City development charges became effective March 28, 1990 and the Regional development charges became effective June 19, 1990. Both development charges by-laws exempt those properties for which building permit application was made prior to the enactment date. It would appear that due to the staging of construction that you have utilized on this project that your application for building permit was made well after the implementation date of both by-laws.

For your information, if you feel aggrieved by the application of the development charges under both City and Regional by-laws, you may appeal the charges as applied to both City and Regional Councils. The appeal involves lodging a complaint by way of a formal letter addressed to this Department explaining your reasons for the complaint and the necessity for not paying the charges. If you wish to pursue this avenue, please feel free to submit a letter at your convenience.

We trust this information will aid you in your endeavours on this matter.

Yours truly,

L.C. KING, P.Eng.
Building Commissioner
LCK\PCL\dm

THE REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH

Planning and Development Department
71 Main Street West, Hamilton, Ont. L8N 3T4

FAX NO. 526-4202

October 24, 1989

DA-89-60

Refer to File No
Attention of
Your File No

Wentworth Construction Planning
361 Jackson Street West
Hamilton, Ontario
L8P 1H2

Dear Sir:

Re: Site Plan Control Application DA-89-60 for 280 Limeridge Road East

On October 18, 1989, the plans submitted with respect to the above application were approved on the following basis:

1) modification to the plans in relation to notes, dimensions and landscaping as marked in red on the plans; and

2) finalization of Zoning Application ZA-89-34.

For your information, also are attached the various comments made by the departments in regard to this application.

Would you please have the plans modified as required and submit to this office four copies of the approved plans and drawings with the undertaking properly executed.

Prior to the release of the final executed plans to the Building Department, the above-noted conditions must be fulfilled. It is the applicant's responsibility to advise this Department when those requirements have been completed.

If you require any clarification, please contact John Sakala of this office at 526-4429.

Yours very truly,

for A. L. Georgieff, M.C.I.P.
Director of Local Planning

AL:JPS:s
Encls.
A/:DA8960
cc Mahabir Homes Limited
74-1350 Garth Street
Hamilton, Ontario L9C 5U3

FOR ACTION

REPORT TO: ALDERMAN JOHN SMITH, CHAIRMAN
AND ALDERMAN HENRY MERLING
WARD ALDERMAN OF THE PLANNING
AND DEVELOPMENT COMMITTEE

DATE: October 4, 1989
COMM FILE:
DEPT FILE: DA-89-60
Bruleville
Neighbourhood
(ZA-89-34)

FROM: J.D. THOMS, COMMISSIONER
PLANNING AND DEVELOPMENT DEPARTMENT

SUBJECT

Site Plan Control Application DA-89-60 for a 26-unit condominium townhouse project at 280 Limeridge Road East.

RECOMMENDATION

That approval be given to Site Plan Control Application DA-89-60 by Mahabir Homes Limited, owners of lands known as 280 Limeridge Road East for a 26 unit townhouse project subject to the following:

i) modification to the plans in relation to notes, dimensions and landscaping as marked in red on the plans; and,

ii) finalization of Zoning Application ZA-89-34.

V. J. Abraham

Victor J. Abraham, M.C.I.P.
Director of Local Planning

Approved On:
Alderman John Smith
Chairman

Oct 18, 1989

Alderman Henry Merling
Ward Alderman

Henry Merling

10(b)
11:15

CITY OF HAMILTON

- RECOMMENDATION -

OCT 2 3 1990

DATE: 1990 October 22

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. L. King
Building Commissioner

SUBJECT: 1415 Upper Sherman Avenue - Payment of Development Charges

RECOMMENDATION:

That the request by Mrs. Ourda Masmoudi for relief of payment of Development Charges for a single family dwelling at 1415 Upper Sherman Avenue be denied.

L.C. King, P.Eng.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

On July 5, 1990, application for building permit was made to the City of Hamilton Building Department to erect a single family dwelling at the above-noted property. At the time of attendance at the Building Department the applicants, Mr. & Mrs. Masmoudi, were advised that various charges were owing for 5% land dedication and Development Charges By-laws as passed by the City and Region. They were also advised that a building permit fee was necessary prior to acceptance of their building permit application.

On July 9, 1990, Mr. & Mrs. Masmoudi were sent a letter from this Department outlining what the nature of the development charges were and confirming that various charges were owing prior to issuance of a building permit. The building permit was subsequently issued for the property, however, the applicant did protest payment of all charges owing at the time of building permit issuance.

This Department can find no particular reason for allowing this appeal either in whole or in part for payment of development charges.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

****

TO: Mr. L. C. King,
Building Commissioner,
Building Department.

YOUR FILE:

FROM: Mr. K. E. Avery
City Clerk
City Clerk's Department

OUR FILE:
PHONE: 546-4587

SUBJECT: **Claim for Reimbursement of Funds Paid to Obtain a Building Permit.**

DATE: 1990 September 7

I am forwarding herewith letter dated September 4, 1990, from Mrs. Ourda Masmoudi, 163 Mountville Avenue, Hamilton, Ontario, for your consideration and action.

You may wish to seek the advice of the City Solicitor to determine if this matter should be dealt with through the claim process or whether it is a matter strictly between your Department and Mrs. Masmoudi.

K. E. Avery,
City Clerk.

Frd.

cc: Mrs. P. Noé Johnson, City Solicitor
Ms. Kay Morden, Claims Commnission

LETTER RECEIVED SEPTEMBER 6, 1990. 4.30 P.M. HAND DELIVERED. RM

163 Mountville Avenue,
HAMILTON, Ontario.
L9A 1E8.

RECEIVED
SEP 6 1990
CITY CLERKS

September 4th, 1990.

TO: THE CLERKS OF

The Regional Municipality of Hamilton-Wentworth

and The Corporation of the City of Hamilton

IN THE MATTER OF an Appeal to be reimbursed for part of the funds required to be paid to obtain a building permit to erect a single family dwelling home at 1415 Upper Sherman Avenue, in the City of Hamilton.

Dear Sir:-

I attended at City Hall on July 5th 1990 and filled out all necessary forms required for a building permit to erect a single family private dwelling at 1415 Upper Sherman Avenue, in the City of Hamilton. The personnel in the Building Department informed me that I was then rquired to pay the sum of $1,800.00 and I was left with the impression that the $1,800.00 was the full payment fee required to be paid for the building permit.

I then proceeded to enter into contracts with various sub-trades for the commencement of construction of the residence. The contractors informed me that prior to commencing construction, it was necessary that I pick up the permit from City Hall and accordingly on August 3rd 1990, I attended at City Hall, Building Department and then only was I informed that my total cost for the building permit was $15,445.00. I was most shocked at this exorbitant figure but having entered into enforceable contracts, I was left with the unfortunate alternative of paying over the said $15,445.00 and picking up the permit or being sued by the various contractors for damages for failure of carrying out the said contracts.

My appeal for reimbursement of a considerable part of the $15,445.00 paid is on the following basis:-

1. The misrepresentation to me for the cost of the said building permit.

2. The failure of the parties responsible to fully divulge the total cost of the building permit.

The Regional Municipality of Hamilton-Wentworth

and The Corporation of the City of Hamilton,

3. The negligence of the taxing authorities which caused severe and excessive costs to applicant.

4. Alternatively a claim to set-off for unjust enrichment for $15,445.00 less $1,800.00 quoted as building permit cost.

5. The wrongful manner of arriving at $15,445.00 for building permit.

Yours truly,

MRS. OURDA MASMOUDI
/ikc

10(c)
11:25

CITY OF HAMILTON

— RECOMMENDATION —

DATE: 1990 October 18

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: REQUEST BY McMASTER UNIVERSITY FOR EXEMPTION FROM THE DEVELOPMENT CHARGE

RECOMMENDATION:

That no change be made to the Development Charge By-Law to exempt Universities and Colleges

E.C. Matthews

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

If an exemption is granted to McMaster from the development charge it would create a precedent not only for Universities but we could expect a request from Mohawk College, and, probably other institutions as well.

BACKGROUND:

I enclose a letter from Mr. A.L. Darling, Vice-President (Administration), dated June 15, 1990, in which he requests an exemption from the Development Charges By-Law for McMaster University. A copy of Mr. Len King's letter dated August 3, 1990 responding to Mr. Darling is also attached in which he indicates that senior staff have reviewed the matter and conclude McMaster fully qualifies under the by-law and in effect conclude there are no grounds for granting an exemption.

For the further information of the Committee, I also enclose a memo dated August 7, 1990, from Mr. Philip Hooker in which he outlines the ramifications of making a grant to the University in lieu of the exemption.

Encls.

c.c. Mr. Lou Sage, Chief Administrative Officer, City
Mr. Len King, Commissioner, Building Department
Mr. A.L. Darling, Vice-President (Administration), McMaster University

E. MATTHEWS

McMASTER UNIVERSITY
Vice-President — Administration
1280 Main Street West
Hamilton, Ontario, Canada L8S 4L8
Telephone: (416) 525-9140 Local 4330
Facsimile: (416) 522-3391

JUN 20

June 15, 1990

Mr. L. C. King
Building Commissioner
City of Hamilton
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. King:

Re: Development Charges By-Law

I found our recent discussion of this By-Law most useful, but nevertheless on behalf of McMaster University I am writing to complain about the proposed charges using the procedures set out in Section 8 of the Act to Provide for the Payment of Development Charges (1989). In making this complaint, McMaster University is concerned both at the political level about the inclusion of the University under the By-Law and at the administrative level about the appropriateness of the charges.

We have noted that the By-Law excludes local boards as defined in 1(e). Since school boards are exempt under this provision, we believe it would be appropriate for other educational institutions like universities and colleges which are in receipt of public funding to be exempt also. Universities and colleges are providing education just as schools are at the elementary and secondary levels.

Each year the Government of Ontario through the Ministry of Colleges and Universities provides a grant to each university in lieu of municipal taxes. This grant in turn is paid by the university to the local municipality. Our financial statements for the year ended April 30, 1990 show that McMaster University paid $901,050 in municipal taxes using the grant provided by the Government of Ontario. I have consulted with the Ministry of Colleges and Universities and that Ministry is extremely concerned about municipalities placing additional charges on universities when a grant has been provided from a senior level of Government to reimburse municipalities.

For the reasons outlined in the last two paragraphs we would like to suggest that universities and colleges should be exempt in the same way that school boards are.

I should now like to turn to the matter of administration and whether the University should be paying such charges for the projects we are undertaking. We first encountered the proposed charge because of an extension to an existing cafeteria. The approximate dimensions of the extension are 6 feet by 100 feet and

we acknowledge that the charge would be small. More significant in financial terms, however, are the new buildings for the Library and for the Faculty of Business. In the case of the Library I would remind you that we benefited from the generosity of the Regional Municipality of Hamilton-Wentworth which approved a grant of $4 million towards the project. It was the significant decision of the Region which helped to influence the Government of Ontario to provide the remaining funds to complete the project. We have, therefore, a project of approximately $20 million which will provide significant employment to companies and employees of this Region. The reason for the extension of the Library is because of the increasing size of the Library collection. We do not plan to increase the number of staff working in the building and so it is difficult to see how there will be a significant change in the municipal services as a result of this particular building.

In the case of the Faculty of Business we are looking at a building which will cost $10 million and all of this money has been raised from private donations. This is particularly unusual; the more normal event is that the government provides two-thirds of the total funding. It has been a difficult task to raise this money privately and we are having to cut back on the project to stay within the funds available. Having to pay an additional charge would mean further cut-backs in the building programme. The purpose in building the new building is to relieve the congestion of space that occurs right now. We have just made a submission to the Provincial Government on our enrolment plans for the next five years and we do not envisage significant change in student numbers so that the number of students travelling to the campus and using facilities such as sewers and water should not increase.

I believe the position of an established landholder like the University with a significant number of buildings is quite different from a totally new development where there are obviously major changes in the levels of services that a municipality must supply. This is recognized both in the Provincial Act and in your By-Law.

1. The first recital in the City By-Law notes that the Act enables councils to impose development charges "where the development of the land would increase the need for municipal services as designated in the By-Law."

2. The By-Law defines "growth-related net capital cost" in terms of the net additional cost to the municipality of services that can be attributable to the project.

3. Section 4 of the By-Law states that development charges can be levied "only insofar as,

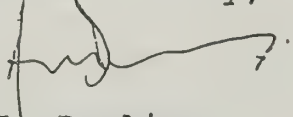
> (a) the growth-related net capital costs are attributable to that use, . . .".

It seems to me that the combination of the three points above means that the City has to be able to demonstrate that the specific project for which we are seeking approval does give rise to additional capital costs provided for in the By-Law on the part of the City as described in the next paragraph. I think this will be particularly difficult for you to do in the case of an extension to a library in order to accommodate more books.

Part III of the By-Law deals specifically with the non-residential development charges. In section 12 it states that the development charges shall be based upon the following designated services: fire stations, roads and street lights, and traffic operations control and signs. McMaster University has assumed the responsibility for the maintenance and construction of roads, the provision of street lighting, and the provision of signs upon our campus. I do not expect that the additions to the buildings we are making will cause the City to make changes to the local fire hall. Given the situation, I do not believe that it is appropriate that we be charged the development levy.

In making this complaint I do wish to stress that McMaster University is extremely pleased with the relations we have enjoyed with the City of Hamilton and with the members of your department. Our Department of Planning and Construction has found your officials to be extremely helpful and we sincerely hope that this relationship can continue. Nevertheless, we believe, after reading both the Provincial Act and the City By-Law, that it would be appropriate for the University firstly to be exempted within the By-Law and secondly, if the University cannot be exempted, not to be assessed the development charges for the three projects I have described in this letter. If no general exemption is granted, it would be necessary to review each project as it occurs. So that you may know of our activities fully, I do wish to inform you that I have asked officials in the Ministry of Colleges and Universities to pursue the matter more generally at the Provincial level with the Ministry of Municipal Affairs. I have also spoken to Mr. Carson about the desirability of our pursuing this at the political level. Through this letter I am also seeking to address the matter at the administrative level through the provisions provided in the Act and the By-Law.

Yours sincerely,



A. L. Darling
Vice-President (Administration)

ALD:jw
c.c. Mr. R. Morrow
Dr. A. A. Lee
Dr. A. C. Heidebrecht
Mr. J. C. Farrell
Mr. J. M. Pigott
Mr. P. Baldwin
Mr. E. Monahan

CE OF THE BUILDING COMMISSIONER

REFER TO FILE _____

ATTENTION OF _____

TREASURY
1990 AUG 9
ROUTE REC'D
E.C.
L.R.
T.M.D.
T.E.
G.D.
A.H.

THE CORPORATION OF THE CITY OF HAMILTON

DEPARTMENT OF BUILDINGS

HAMILTON, ONTARIO

August 3, 1990

McMaster University
1280 Main Street West
Hamilton, Ontario
L8S 4L8

Attention: Mr. A.L. Darling
Vice-President, Administration

Dear Sir:

Re: Development Charges By-Law No. 90-74

Thank you for your letter of June 15, 1990. Your letter has been reviewed at length by both this Department and the Office of the City Solicitor and it was also the subject of a meeting with senior staff members representing the Chief Administrator's Office, the City Solicitor's Office, the Treasury Department, Local Planning, Regional Engineering, Fire Prevention Bureau and the Department of Buildings.

After giving consideration to all those items raised in your letter, the following conclusions were arrived at:

1. The per hectare charge of $11,546.00 per hectare is not applicable to the McMaster University property in that the property is already in a partially developed state.

2. Any further development of McMaster University will be subject to the Development Charge which at this time is $2.368 per square metre for non-residential uses. Residential Development Charges will be those charged for residential uses.

3. The proposed addition to the cafeteria by 6' x 100' would be subject to a Development Charge of $132.00.

4. The proposed $20 million addition to the library, assuming that the addition would amount to 20,000 square metres, would be subject to a fee of $47,360.00, based on $2.368 per square metre.

Continued on Page Two ....

5. The proposed $10 million to the Faculty of Business, assuming that it had an area of 10,000 square metres, would be subject to a Development Charge of $23,680.00.

The above conclusions indicate that the By-Law is in fact applicable to the McMaster University property.

The second part of your letter would constitute a request for an exemption from the By-Law which requires a By-Law amendment. A report on this matter is being prepared by Mr. E. Matthews, City Treasurer, to the Finance and Administration Committee and this matter will be likely dealt with sometime in September.

In addition to the above By-Law amendment, Mr. Matthews report will also address consideration of a grant from the City to offset the applicable Development Charge.

Also for your information, the By-Law does require that the Development Charges be paid prior to the issuance of a building permit. If there is any urgency for any of the above noted projects, McMaster University may wish to consent to pay the Development Charge under protest and proceed with any action you deem necessary in order to recover those charges.

I trust this will be of assistance to you.

Yours very truly,

Len C. King, P. Eng.
Building Commissioner

LCK/zr

c.c. Mayor R. Morrow
Mayor's Office
Mr. D. Carson
Mayor's Office
Mr. L. Sage
Chief Administrator's Office
Ms. P. Noè Johnson
City Solicitor's Office
Mr. P.R.A. Hooker
City Solicitor's Office
Mr. E. Matthews
Treasury Department
Mr. A.L. Georgieff
Local Planning
Mr. D. Christilaw
Regional Engineering
Attention: Mr. P. Strong
Mr. K. Kiernan
Fire Prevention Bureau

TREASURY
1990 AUG 9
ROUTE REC'D
E.C.M.
I.R.H.
T.W.D.
N.R.A.
G.D.
A.N.

OFFICE OF THE CITY SOLICITOR

MEMORANDUM

****

TO: Mr. L. King
Building Commissioner
Building Department

YOUR FILE:

FROM: Philip R. A. Hooker
Manager of Legal Services
Office of the City Solicitor

OUR FILE: 40-114/89.1
PHONE: (416) 546-4684

SUBJECT: Development Charges By-law 90-74
Applicability to McMaster University

DATE: 1990 August 7

Further to our highlevel meeting of August 2, 1990 in the Building Department, this is to confirm that the Municipal Act does provide in s.113 for the making of grants by the municipality (subject to section 112 on bonuses to commercial or industrial enterprise being prohibited) "on such terms and conditions as to security and otherwise as the Council may consider expedient, to any person, institution, association, group or body of any kind...within or outside the boundaries of the municipality for any purpose that, in the opinion of the Council, is in the interest of the municipality."

McMaster University is an institution or body within the municipality and therefore may be the recipient of a grant according to this section from the municipality if the Council of the municipality deems that purpose of the grant is in the interests of the municipality.

As to whether the University is a commercial enterprise or not (which I doubt), I did check our large files on the City lease of part of the new Library building to Mohawk College and McMaster University (File No. 80-6.5) but the bulk of the file did not reveal on quick search any copy of the University Charter for scrutiny by me prior to my departure for the next two weeks. However, Mr. Alex Georgieff, Director of Local Planning, at the meeting on August 2nd, was of the opinion that all Universities in this province are now of the non-profit or non-commercial nature. This could easily be checked by writing to the Ministry of Colleges and Universities.

The only other section of the Municipal Act appearing to refer to the Universities as such is s.160 which provides power to the municipality to pass a by-law to levy an annual tax on each University or College depending on the number of students enroled there.

I emphasize that the City Solicitor, Ms. P. Noé Johnson, pointed out at our meeting that should the charges be insisted on by the City, and should the University be unable to pay them and thereby convince the Council to make them an offsetting grant, any such grant should have attached to it terms that it will be repayable in full to the municipality should the by-law requiring such charges ever be struck down by the Ontario Municipal Board or a Court. Such a contractual "string" on the grant, if any, would give us, the City, the right to claw back the grant made if it was found that the reason for the grant, namely the charge, was unenforceable at law.

I hope this opinion, while brief, is of assistance to you. I confirm that Mr. Matthews was going to arrange to have someone in his department check with the Cooper & Lybrand consulting firm to see whether situations such as that of McMaster presently in question were considered by the consultants when they drew up their capital charges study last summer.

PRAH:sr

Philip R. A. Hooker
Manager of Legal Services

c.c. Mr. E. C. Matthews, Treasurer
Mr. Lou Sage, Chief Administrative Officer
Ms. P. Noé Johnson, City Solicitor
File 80-6.5(B) McMaster University lease of Central Public Library Building

10
11:40

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: C. J. Coutts, Secretary
French Sub-Committee

SUBJECT:

Ministry of Municipal Affairs' Municipal Services In French Program

RECOMMENDATION:

That the City participate in, at no cost to the City, the Ministry of Municipal Affairs' Municipal Services in French Program, to benefit from a consultant's study that would investigate the bilingual (French/English) resources presently available and potentially available and those services that could be made available for the French Community.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Costs will be assumed by the Ministry of Municipal Affairs' French Language Services Branch.

BACKGROUND:

The French Language Services Act was passed unanimously in the Ontario Legislature on November 18, 1986. What the French Language Services Act does is consolidate existing policy in a provincial statue and guarantee the individual's right to receive provincial government services in French in designated areas. By doing so, the Act improves the level, distribution and quality of French language services in these areas.

All urban centres where the French speaking population number at least 5,000 have been included as designated areas under the French Language Services Act. The City of Hamilton has been so designated, and all public services offered by the provincial government within the City of Hamilton shall provide services in French.

The French Language Services Act places no obligation on a municipality to offer its services in French. Section 16 of the Act does, however, enable municipalities within designated areas, to provide services in French if they choose. This decision rests solely with the municipal council.

The Minister of Municipal Affairs' Municipal Services in French Program was created to support and encourage the establishment of municipal services in French in municipalities within designated areas under the French Language Services Act.

Any municipality located in a designated area as determined in the Act, and whose Council deems that such services are desirable, are eligible to participate in this program.

Eligible services include instruction in French as a second language for members of municipal councils and staff of municipalities; translation from English into French of public documents; printing costs associated with the production of public bilingual documents in French and English and public documents that have been translated into French; costs of simultaneous interpretation services for Council and/or special public meetings; and other items as approved as part of a municipal French Language Services Plan, provided that assistance is not available for similar services through other government programs.

The City's French Sub-committee will assist the Ministry of Municipal Affairs in preparing a French Language Services Plan by determining those services that are presently available and potentially available to the French Community within the City of Hamilton.

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1990

FINANCE AND ADMINISTRATION COMMITTEE

NOVEMBER 8, 1990

CONSENT AGENDA

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GOVERNMENT DOCUMENTS

A. **ADOPTION OF THE MINUTES** - Regular Meeting of 1990 October 25

B. **MANAGER OF PURCHASING**

(i) Replacement of Two Units #9449, 9458 and Purchase of One Truck Chassis with Hydrostatic Street Flushers, Fleet Services

(ii) Masonry Restoration, Whitehern

(iii) Workmen's Uniform Clothing, Purchasing Stores

(iv) Replacement of Two Street Sweepers, Units #9558, 9562, Fleet Services

C. **CITY CLERK**

(i) 1991 Licence Fees

(ii) Flying of the Croatian National Flag at City Hall

(iii) Committee on Communications and History of the Presbytery of Hamilton - Use of City Hall Facilities

(iv) Hamilton Society of Architects Leather Metal Awards - Use of City Hall Facilities

(v) Chanukah Celebrations - Use of City Hall Facilities

(vi) Civic Award to Lenore MacDonald - Ontario Federation of Amateur Roller Skaters

(vii) Civic Awards - Ontario Provincial Junior Ten Pin Bowling Tournament

(viii) Civic Awards - 1990 Canadian Junior Men's Body Building Championships

(ix) Hamilton Civic Hospitals' Request to Use City of Hamilton Coat of Arms

D. **TREASURER**

Financing Increased City's Share - Wellington Chase Lands

E. **CITY SOLICITOR**

Delegation to U.S.S.R. - Potential Joint Venture

F. **COMMISSIONER OF HUMAN RESOURCES**

(i) Contract Settlement - The Ontario Painting Contractors Association and The Ontario Council of the International Brotherhood of Painters and Allied Trades, Local 205

(ii) Contract Settlement - The Mechanical Contractors Association of Hamilton and the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, Local Union 67

(iii) Appointments to and Terminations from Permanent Positions with the Corporation to 1990 October 29

A.

Thursday, 1990 October 25
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present:	Alderman B. Hinkley, Chairman Alderman D. Ross, Vice-Chairman Alderman T. Cooke Alderman V. J. Agro Alderman G. Copps Alderman D. Agostino Alderman T. Jackson Alderman J. Gallagher
Regrets:	Mayor R. Morrow - City Business
Also present:	Alderman M. Kiss Alderman H. Merling Alderman T. Murray Mr. L. Sage, Chief Administrative Officer Ms. P. Noé Johnson, City Solicitor Mr. J. Johnston, Commissioner of Human Resources Mrs. D. Jones, Manager, Personnel Services Mr. J. Schatz, Deputy City Clerk Mr. T. Bradley, Manager of Purchasing Mr. S. Roxborough, Project Manager, PARCIL Project Mr. J. Hindson, Director of Information Systems Mr. J. Thoms, Commissioner of Planning & Development Mr. T. Gill, Acting Commissioner of Engineering Mr. J. Thompson, Secretary

CONSENT AGENDA

A. ADOPTION OF MINUTES

The minutes of the meeting of the Finance and Administration Committee held 1990 October 4 were received and adopted as circulated to the members.

B. MANAGER OF PURCHASING

(i) PURCHASE OF ONE STATIONARY STEAM PRESSURE WASHER, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1990 October 1, the Committee agreed to submit the following recommendation to City Council for approval:

> That a purchase order be issued to BBS Equipment Sales Ltd., Downsview, in the amount of $10 561.60, which was the lowest of two (2) quotations received, for the purchase of one (1) Stationary Steam Pressure Washer for Fleet Services, including one year service contract, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from Operating Equipment Account No. CF5500 609051014.

(ii) SUPPLY AND DELIVERY OF ANTI-FREEZE, CITY GARAGE

As outlined in a report of the Manager of Purchasing dated 1990 October 9, the Committee agreed to submit the following recommendation to City Council for approval:

> That a purchase order be issued to Stanchem, a business unit of ICI Canada Inc., Etobicoke, in the amount of $12 342.78, which was the only tender received, to supply and deliver one tank wagon, approximately 9 500 litres of anti freeze, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Lubricants Accounts No. CH56204 27005.

(iii) WINDOW REPLACEMENT, CENTRAL MEMORIAL RECREATION CENTRE

As outlined in a report of the Manager of Purchasing dated 1990 October 9, the Committee agreed to submit the following recommendation to City Council for approval:

> That a purchase order be issued to A City Glass (1989) Inc., Hamilton, in the amount of $11 525, which was the lowest of seven (7) quotations received, for the replacement of windows at the Central Memorial Recreation Centre, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from Windows/Frame Replacement Central Memorial Account No. CH57365 31260.
>
> **NOTE:** As these are exterior windows and should be replaced before the cold weather, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: The Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

(iv) REPLACEMENT OF TWO (2) 1/2 TON PICKUP TRUCKS, UNITS #9318/22, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1990 October 11, the Committee agreed to submit the following recommendation to City Council for approval:

> That a purchase order be issued to Johnston Motor Sales, Hamilton, in the amount of $32 801.04, which was the lowest of six (6) tenders received, for the replacement of two (2) 1/2 ton Pickup Trucks, Units #9318/22 for Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account No. CH5X503 00101.

(v) PURCHASE OF TWO (2) ELEPHANT VACS, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1990 October 11, the Committee agreed to submit the following recommendation to City Council for approval:

> That a purchase order be issued to G.C.Duke Equipment Ltd., Burlington, in the amount of $19 429.20, which was the only tender received, for the purchase of two (2) Elephant Vacs for Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Flushers, Vacalls, Vacuums Account No. CF5500 609051014.

(vi) PURCHASE OF ONE (1) 1991 MID SIZE 4 DOOR SEDAN, CITY GARAGE

As outlined in a report of the Manager of Purchasing dated 1990 October 18, the Committee agreed to submit the following recommendation to City Council for approval:

> That a purchase order be issued to Maurice Carter Chevrolet Oldsmobile (1990) Limited, Hamilton, in the amount of $14 441.95, which was the lowest of nine (9) tenders received, for the purchase of One (1) 1991 Mid Size 4 Door Sedan for the City Garage, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Operating Equipment By-law Section Account No. CH58005 75020.

C. CITY CLERK

(i) USE OF CITY HALL FACILITIES - ANNUAL CHILDREN'S CHRISTMAS PARTY, LOCAL 167

As outlined in a report of the Deputy City Clerk dated 1990 October 16, the Committee agreed to submit the following recommendation to City Council for approval:

> That permission be granted to the Canadian Union of Public Employees, Local 167, to use the lobby and foyer areas of City Hall on Sunday, 1990 December 16 and each year thereafter from 1:00 p.m. to 4:00 p.m. for their Annual Children's Christmas Party.

(ii) FLYING OF THE LATVIAN FLAG AT CITY HALL

As outlined in a report of the Deputy City Clerk dated 1990 October 16, the Committee agreed to submit the following recommendation to City Council for approval:

> That the request of the Latvian Society of Hamilton to fly the Latvian Flag at City Hall from 1990 November 14 - 21 during the Latvian Independence Day celebrations be granted.

(iii) GREATER HAMILTON FOOD SHARE - CHRISTMAS FOOD DRIVE

At the request of Alderman Agostino, the Committee agreed to submit the following recommendations to City Council for approval:

> That permission be granted to Greater Hamilton Food Share to use the following City Hall facilities and equipment during their Christmas Food Drive:
>
> (a) a receptacle for food donations together with a table to display literature to be placed on the first and second floors during the week of 1990 December 3 - 7;
>
> (b) an area on the second floor foyer from 1990 November 26 to December 14 for a display of prints by Hamilton artist, Gino Cavicchioli, the profits from which will be donated to Greater Hamilton Food Share.

D. CITY SOLICITOR

NIMLO ANNUAL CONFERENCE, BOSTON, MASSACHUSETTS, 1990 SEPTEMBER 23-27

The Committee received a report of the City Solicitor dated 1990 October 9 dealing with her attendance at the NIMLO Annual Conference held in Boston, Massachusetts, 1990 September 23-27.

E. COMMISSIONER OF HUMAN RESOURCES

(i) SALARY CLASSIFICATION - SUPERINTENDENT OF FACILITIES - PUBLIC WORKS

As outlined in a report of the Commissioner of Human Resources dated 1990 October 11, the Committee agreed to submit the following recommendation to City Council for approval:

That the following salary classification be approved:

POSITION TITLE	FUNCTION	GRADE	SALARY
Superintendent of Facilities (formerly General Foreman/woman-Parks)	Supervises the operation and maintenance of all sports facilities.	I3	$50 472.24 - $59 471.88

(ii) SALARY CLASSIFICATIONS - TRAFFIC DEPARTMENT

As outlined in a report of the Commissioner of Human Resources dated 1990 October 16, the Committee agreed to submit the following recommendation to City Council for approval:

That the salary classifications for the following non-union positions in the Traffic Department be approved in accordance with the recommendation made by Core Group at its meeting of 1990 October 9:

POSITION TITLE	FUNCTION	GRADE	SALARY
Mgr. Community Traffic Services	Manage the Legislative School Crossing and Parking Control Sections of the Traffic Department.	I	$50 472.24 - $59 471.88
Parking Control & Prosecution Co-ordinator	Administer the Parking Control and Prosecution Divisions and Prosecute by-law infractions.	L	$39 040.04 - $45 972.16
Parking Services Prosecutor (New Position)	Attend court and prosecute parking violations.	N	$33 932.08 - $40 013.48

(iii) **RESTRUCTURING - INSPECTION DIVISION OF BUILDING DEPARTMENT**

As outlined in a report of the Commissioner of Human Resources dated 1990 October 4, the Committee agreed to submit the following recommendation to City Council for approval:

That the salary classification for the following non-union position in the Building Department be approved in accordance with Section 13 of the Sixteenth Report of the Planning & Development Committee adopted by City Council 1990 September 25:

POSITION TITLE	FUNCTION	GRADE	SALARY
Supervisor of Inspection Services	To assist the Manager of Inspections in the provision of a living and working environment free of structural, safety, health and fire hazards and other nuisances through adequate control and maintenance for the citizens of Hamilton.	K	$42 566.68 - $50 107.20

F. **TREASURER**

(i) **CANADA PENSION PLAN REDUCTION - COUNCILLORS SUPPLEMENTARY PENSION PLAN**

As outlined in a report of the Treasurer dated 1990 October 9, the Committee agreed to submit the following recommendation to City Council for approval:

(a) That the Councillors Supplementary Pension Plan (to the OMERS Plan) be amended to exclude the reduction applied for Canada Pension Plan Benefits to enhance the final pension calculation.

(b) That this change to the Plan be financed by a lump sum payment of $50 000 to be charged to the Reserve for Contingency, and by increasing the current budget estimate in 1991 to $37 000.

(ii) **STATUS OF HOSTING, RECEPTIONS AND RELATED ACCOUNTS AS AT 1990 OCTOBER 19**

The Committee received a report of the Treasurer dated 1990 October 11 containing an analysis of accounts related to hostings and receptions as at 1990 October 19.

It was noted in the Treasurer's report that the net position of these accounts are in an overdraft situation. However, Mr. Matthews explained that certain charges contained in the various accounts have to be reviewed and reclassified which should result in an overall surplus of approximately $7 200.

(iii) **STATUS OF UNCLASSIFIED REVENUE AND EXPENDITURES AS AT 1990 SEPTEMBER 30**

The Committee received a report of the Treasurer dated 1990 October 11 containing an analysis of the Unclassified Revenue account and the Unclassified Expenditures account as at 1990 September 30.

(iv) STATUS OF REVENUES AND EXPENDITURES AS AT 1990 SEPTEMBER 30 COMPARED WITH BUDGET

The Committee received a report of the Treasurer dated 1990 October 17 containing a Summary of Revenues for the period ended 1990 September 30, comparing budget to actual for 1990 and also comparing the current percentage of actual to budget with the previous year's percentage.

In receiving the Summary report, the Committee requested a further explanation of the deficit figure shown for the Parking Authority in the amount of $344 739. Mr. Matthews agreed to report back on this matter.

REGULAR AGENDA

1. CITY CLERK

1991 LICENCE FEE INCREASE

As outlined in a report of the City Clerk dated 1990 October 18, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the 1991 Licence Fees administered by the Licence Division of the City Clerk's Department be increased by 5%.

(b) That the City Solicitor be authorized and directed to prepare the necessary by-law amendment to reflect this increase.

In adopting the above recommendations it was noted that many indirect costs associated with the administration of the Licence Division are not reflected in the licence fees. The Comprehensive Audit currently being conducted on the Licence Division of the City Clerk's Department will hopefully address the collection of licence fees to accurately identify charges for recovery purposes. In discussion it was also noted that a number of licence fees may not be increased because of Provincial Legislation which sets out the maximum fees that can be charged.

2. CITY SOLICITOR

LOCATION OF OMB HEARINGS

As outlined in a report of the City Solicitor dated 1990 October 22, the Committee agreed to submit the following recommendation to City Council for approval:

That no action be taken to collect rental fees from the Ontario Municipal Board for the use of City Hall facilities.

It was noted that at its meeting held 1990 August 28 City Council adopted the following motion: "That the Finance and Administration Committee be requested to investigate the use of City Hall facilities by the Ontario Municipal Board to include the possible collection of rental fees for use of City Hall facilities."

A survey of Ontario municipalities has been conducted. None surveyed indicated that their municipality charges nor receives rental fees from the OMB for hearings. In addition, the City has been advised that the OMB does not pay any municipality for the use of facilities.

3. TREASURER

(a) HAMILTON MUNICIPAL RETIREMENT FUND - 60% SPOUSAL BENEFIT - "OTHERS"

As outlined in a report of the Treasurer dated 1990 October 18, the Committee agreed to submit the following recommendation to City Council for approval:

That the 60% Spousal Benefit be implemented as the basic benefit in the Hamilton Municipal Retirement Fund Plan for the current active "others" members.

(b) HAMILTON PROFESSIONAL FIREFIGHTERS PENSION BENEFITS

As outlined in a report of the Treasurer dated 1990 October 18, the Committee agreed to submit the following recommendation to City Council for approval:

That Section 1 of the Seventeenth Report of the Finance and Administration Committee adopted by City Council 1990 May 29, which reads as follows, be rescinded:

"That in order to provide the amount required to fund the 60% Spousal Benefit for HMRF Firefighter members in the amount of $1 018 000, the rate of employer (City) contributions for the Hamilton Municipal Retirement Fund (HMRF), for firefighters, be increased from 5.75% to 9.08% effective January 1, 1991, subject to the Treasurer receiving the Actuarial Surplus position from the Actuaries as at December 31, 1989, of the HMRF and reporting back to the Finance and Administration Committee later in 1990."

and that the following be adopted:

"That in order to provide the amount required to fund the 60% Spousal Benefit for HMRF Firefighter members in the amount of $1 018 000 the rate of employer (City) contributions for the Hamilton Municipal Retirement Fund (HMRF), for firefighters, be increased from 5.75% to 9.08% effective 1991 January 1."

(iii) ACTUARIAL REPORT

As outlined in a report of the Treasurer dated 1990 October 18, the Committee agreed to submit the following recommendations to City Council for approval:

That the Actuarial Report dated 1990 August 17 prepared by the City of Hamilton Actuaries, the Wyatt Company, indicating a deficit position of $298 000 of the Hamilton Municipal Retirement Fund (HMRF) as at 1989 December 31, be accepted with the approval of the following recommendations:

(a) That the City increase the contribution rate of members, which is presently 5.75% of pensionable earnings, until the next actuarial valuation of the Plan is conducted.

(b) That actuarial valuations continue to be conducted annually so that fluctuations in contribution requirements can be minimized.

(b) **REQUEST BY McMASTER UNIVERSITY FOR EXEMPTION FROM THE DEVELOPMENT CHARGES BY-LAW**

The report of the Treasurer dated 1990 October 18 recommending that no change be made to the Development Charge By-law to exempt Universities and Colleges was deferred to the next regular meeting.

(c) **BUSINESS TAX COLLECTION, APPEAL AND WRITE-OFF PROCESS**

The Committee received the report of Mr. T. Bradbury, Supervisor of Taxation, dated 1990 October 25 outlining the collection, tax appeal and write-off aspects of the system presently utilized in the Business Tax Section.

4. **PARCIL PROJECT - PHASE I**

(a) As outlined in a report of Mr. Stuart Roxborough, Project Manager for PARCIL Project, dated 1990 October 4, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the project plan for PARCIL Project - Phase 1 be adopted.

(b) That the scope of PARCIL Project - Phase 1 be geographically the City of Hamilton, and that the Hamilton user community be initially limited to Fire, Planning, Public Works, Traffic, Building and Property Departments.

(c) That the Landbase for PARCIL Project - Phase 1 be developed with the topographic and planimetric layers completed for the City of Hamilton and the Cadastral and Infrastructure layers be completed for the area above the Escarpment in the City of Hamilton.

(d) That the Treasurer of the City of Hamilton develop a financial plan for the City of Hamilton portion of PARCIL Project - Phase 1.

(b) As outlined in a report of the Treasurer dated 1990 October 18, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the $3 225 209 required for PARCIL Project - Phase I over the next three years, namely, 1990-$541 274; 1991-$2 245 440; 1992-$438 495; be funded on an up-front basis from the Reserve for Capital Projects, Centre #00203.

(b) That the Treasurer be authorized to set up a separate "Reserve for PARCIL Project" to track payments and recoveries associated with this project.

(c) That the Treasurer be authorized to recover from the budget appropriations of the various departments listed on the schedule, attached hereto as Appendix "A", in the amounts and years shown.

Aldermen Copps and Agostino were recorded as opposed to (a) and (b).

5. GRANTS CO-ORDINATOR - 1991 GRANT APPLICATION AND POLICY REVISIONS

The Committee had before it a report of the Grants Co-ordinator dated 1990 October 18 containing recommendations of the Grants Review Group for revisions to the existing General Grant and Convention/Reception Grant Applications and Policies.

Following considerable discussion the Committee agreed to refer the report back to the Grants Review Group for revision and clarification to incorporate the following changes:

(a) Sections 1(a) (i) & (ii) are to be reworded to clarify the meaning of "religious and ethnic based programs or organizations";

(b) Add a clause to the policy to provide that consideration of a grant will not be given to organizations requesting funds to defray the costs associated with representing the City at events outside of the City of Hamilton;

(c) Include provision in the policy for an appeal procedure in the event an organization disagrees with the Grant Review Group that they do not meet the general criteria for the consideration of grants;

(d) Include a question in the Grant Application Form to determine if the organization has any plans to become self-sufficient over the next five years.

6. THE SOCIAL PLANNING & RESEARCH COUNCIL - INVITATION TO TOUR WEST AVENUE SCHOOL

The Committee had before it a letter from Mr. Reg Wheeler, Chairman, Self Help Centre Working Group, dated 1990 October 2, thanking the Committee for the opportunity to present their proposal concerning the use of West Avenue School as a Self Help Centre.

As suggested by Mr. Wheeler, the Committee agreed to arrange a familiarization tour on its own of the West Avenue School prior to receiving proposals from other groups requesting space in the school for other purposes.

7. DELEGATIONS

SMOKING IN PUBLIC PLACES BY-LAW 80-258
SMOKING IN THE WORKPLACE BY-LAW 89-370
LICENSING OF TOBACCO SHOPS

Alderman Tom Jackson declared a possible conflict of interest and refrained from participating in deliberations and voting on this issue on the basis that he owns two coffee shops.

The Committee had before it a report of the City Clerk dated 1990 October 16 containing the following recommendations:

(1) That a Staff Review Group, composed of representatives of the City Solicitor's Department and Licence Division, be established whose purpose will be to review and make recommendations with respect to the Smoking In Public Places, Smoking In The Workplace and Tobacco Licensing By-laws;

(2) That the mandate of the Staff Review Group will be to meet with representatives of all interested groups, agencies and organizations in order that a comprehensive report containing recommendations can be prepared for submission to the Finance and Administration Committee.

The Committee was in receipt of the following written submissions:

(a) Dr. Barbara A. Gowitzke, Ph.D., Chair, Hamilton-Wentworth Interagency Council on Smoking and Health, regarding the sale of tobacco to minors, and the Smoking In Public Places By-law 80-258;

(b) Mr. Brian Reid, President, Hamilton-Wentworth Non-Smokers' Rights Association, regarding smoking in public areas, the workplace and the licensing of the sale of tobacco;

(c) Dr. Fran Scott, Medical Officer of Health, endorsing regulatory efforts by the City to control the sale of tobacco products to minors.

Dr. Michael Goodyear, Assistant Professor of Medicine, Regional Cancer Centre, McMaster University, presented a comprehensive brief concerning a proposed legislative programme to reduce tobacco usage in Hamilton on behalf of the Legislation Committee of the Hamilton-Wentworth Interagency Council on Smoking and Health. The Council's recommendations are set out in a two-point programme:

1. To regulate access to tobacco products by municipal licensing of outlets;

2. To eliminate exposure to environmental tobacco smoke in all public places through a revision and update of the Smoking In Public Places By-law 80-258.

Mr. Lee Kirkby, Executive Director, The Hamilton & District Chamber of Commerce, submitted a brief on smoking in the workplace and smoking in public places legislation.

He advised that the Hamilton & District Chamber of Commerce has in the past indicated that it is prepared to work with the City in the development stage of both pieces of legislation to consolidate both by-laws so that employers and employees have one set of regulations to work with. They are also prepared to work with their business members in implementing and complying with new legislation once it is passed. He emphasized that it is important to recognize that many groups such as theirs wish to have the opportunity to provide input to a more manageable piece of legislation.

Following considerable discussion, it was moved by Alderman Cooke, seconded by Alderman Agostino, and carried, that the following recommendations be submitted to City Council for approval:

(a) That the City Solicitor be authorized and directed to undertake the preparation of a Draft By-law to regulate the sale of tobacco products to minors based on the Draft By-law included in Dr. Michael Goodyear's submission to the Finance and Administration Committee dated 1990 October 25 on behalf of the Legislation Committee of the Hamilton-Wentworth Interagency Council on Smoking and Health.

(b) That the City Solicitor be authorized and directed to draft a new By-law for regulating smoking in public places based on the spirit and letter of the workplace by-law restricting smoking in all areas except where smoke areas can be provided by the employers which are entirely separate and externally ventilated.

(c) That public meetings be held to receive input on the Draft By-laws outlined in sections (a) and (b) above.

(d) That the City Clerk report back to the Finance and Administration Committee identifying the means and cost of effectively enforcing this legislation.

8. IN-CAMERA AGENDA

The Committee retired to meet in-camera to discuss private and confidential reports of the City Solicitor regarding settlements of claims.

Reconvening in open session, the Committee agreed to submit the following recommendations to City Council for approval as recommended by the City Solicitor in various reports:

1. (a) That the City settle Ontario Court of Justice (General Division) Action No. 19696/90 by payment to the Plaintiff, Anna Franks, of $1 000 inclusive of damages, interest and costs.

   (b) That the Plaintiff be required to execute a Full and Final Release satisfactory to the City Solicitor.

   (c) That the Action be dismissed without costs.

2. That the City agree to make payment of $4 750, inclusive of interest and costs, to the Plaintiffs, Judy Major Mabley and Herbert Connolly Jr., to resolve Ontario Court of Justice (General Division) Action No. 3937/86.

3. That the City agree to make payment of $9 268.03, inclusive of interest and costs, to the Plaintiffs, Victoria and Enzo Dellamaestra, to resolve Ontario Court of Justice (General Division) Action No. 3080/87.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE & ADMINISTRATION COMMITTEE

John Thompson, Secretary
Finance and Administration

B (i)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 31 1990

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF TWO (2) UNITS #9449, 9458 AND PURCHASE OF ONE (1) TRUCK CHASSIS WITH HYDROSTATIC STREET FLUSHERS, FLEET SERVICES

RECOMMENDATION:

a) That a purchase order be issued to Eastgate Ford Sales, Hamilton, in the amount of $329 459.40, being the lowest acceptable of six (6) tenders received, for the replacement of two (2) and purchase of one (1) Truck Chassis with Street Flushers for Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account No. CH5X503 00101 ($219 639.60) and New Equipment Street Flusher Account No. CF5500 608851001 ($109 819.80)).

b) If the units can be ordered immediately for delivery in 1990, a savings of $9 376.50 will be realized as the GST will not have to be paid. Therefore the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

SUBJECT: REPLACEMENT OF TWO (2) UNITS #9449, 9458 AND PURCHASE OF ONE (1) TRUCK CHASSIS WITH HYDROSTATIC STREET FLUSHERS, FLEET SERVICES

BACKGROUND: Tender Analysis

Carter GM Trucks, Hamilton	$305 142.39 *
Altruck Transportation, Hamilton	319 943.04 *
Eastgate Ford Sales, Hamilton	329 459.40
Transway Systems, Hamilton	346 640.85
Eastgate Ford Sales, Hamilton	364 127.40
Dependable Truck, Brampton	365 754 45

* Units bid do not meet Cab over Body Specifications. Units being replaced will be disposed of at a future auction.

At present these Flushers are Federal sales tax exempt. Effective January 1, 1991, the 7% GST will apply at an additional cost of $9 376.50 total.

B. (ii)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 3 1 1990

DATE: 1990 October 31

REPORT TO: Mr. John Thompson, Secretary
Finance & Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: MASONRY RESTORATION, WHITEHERN

RECOMMENDATION:
That a purchase order be issued to Ontario Restoration Limited, Brantford, in the amount of $12 500, being the lowest of four (4) quotations received, to provide Masonry Restoration at Whitehern, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from Special Repairs Account No. CH57351 31150.

T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Quotation Analysis

	Net Price	Optional Repairs	Total Price
Ontario Restoration, Brantford	$ 8 200	$4 300	$12 500
Shoalts Bros.Const., Welland	8 940	7 450	16 390
Isbister Restoration, Dundas	11 225	5 700	16 925
Deagray Restoration, Ancaster	12 500	No Bid	12 500 *

* Incomplete Bid

c.c. Mrs. L. Dale

B(iii)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 31 1990

DATE: 1990 October 30

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: WORKMEN'S UNIFORM CLOTHING, PURCHASING STORES

RECOMMENDATION:
That a purchase order be issued to J.P. Hammill & Son Limited, Guelph, being the lowest of seven (7) tenders received, for the supply and delivery of Workmen's Uniform Clothing as and when required, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender as follows, and that this expenditure be financed from Stores Operating Supplies Account No. CH56103 28999:

Trousers	$12.25 each
Short Sleeve Shirts	10.50 "
Long Sleeve Shirts	11.50 "
Overall Jackets	17.00 "
Overall Pants	24.95 "
Crested Coveralls	23.75 "

All applicable taxes extra

T. Bradley

T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Tender Analysis based on estimated quantities

J.P.Hammill & Son Limited, Guelph	$69 980.25
Bradshaw Stradwick, Welland	72 246.25
S.C. Walker Mfg., Ottawa	75 764.50
Starfield Safetywear Mfg., Toronto	83 215.75
Work Wear Corporation, Toronto	47 090.00 *
Industrial Textiles, Toronto	48 760.00 **
Sainthill Uniforms, North York	63 764.80 *

Partial Bid * Bid four items; ** Bid two items. Applicable taxes will be extra

B (iv)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 31 1990

DATE: 1990 October 30

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF TWO (2) STREET SWEEPERS, UNITS 9558, 9562, FLEET SERVICES

RECOMMENDATION:

a) That a purchase order be issued to G.C. Duke Equipment Ltd., Burlington, in the amount of $226 853.20, being the lowest acceptable of four (4) tenders received, to replace two Street Sweepers, Units #9558 and 9562 for Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account No. CH5X503 00101.

b) As delivery is approximately thirty days and there will be a savings of $ 8225 if delivery is in 1990, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: the Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

T. Bradley, Manager of Purchasing

OK L.S.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Tender Analysis

VQuip Inc., Burlington	$200 522.80 *
Marmac Limited, Rexdale	209 573.20 *
G. C. Duke Equipment, Burlington	226 853.20
Frink Canada, Burlington	244 377.28

* Does not meet specifications in several areas.

At present these sweepers are Federal sales tax exempt. Effective January 1, 1991, the 7% GST will apply at an additional cost of $8 225.

1184 Plains Rd. E.
BURLINGTON, Ontario
L7S 1W6
Burlington Area
(416) 637-5216
Toronto Area
(416)827-7830

24 HR. FAX
416-637-2009

G.C. Duke
EQUIPMENT LTD.

FAX MESSAGE

TO....John Avery.....

LOCATION.....City of Hamilton, Purchasing.....

FAX NO.....546-2673.....DATE.....October 30, 1990.....

FROM....Bill Kirkpatrick.....NO. OF PAGES INCLUDING THIS PAGE....

MESSAGE:

RE: TENDER FOR (2) STREETSWEEPERS

To confirm our phone conversation regarding delivery, if I receive a Purchase Order no later than November 1, 1990, I can guarantee delivery of these two (2) units before the end of the year therefore saving the City the cost of GST. As you can see, time is of the essence.

Regards,

Bill Kirkpatrick

BK:jf

C(i)

CITY OF HAMILTON

- INFORMATION -

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **1991 LICENCE FEES**

BACKGROUND:

City Council, in adopting Section 13 of the TWENTY-FOURTH Report of the Finance and Administration Committee, authorized that 1991 licence fees administered by the Licence Division of the City Clerk's Department be increased by 5%.

Licence records are maintained on the City's main computer and licence fees are changed automatically. The present system is designed so that licence fees are rounded off to the nearest dollar, which streamlines computer processing and lessens change handling.

In some cases, therefore, licence fee increases may or may not exceed the 5% by this automatic rounding off process.

This method of increasing licence fees was approved by City Council on 1988 October 31.

C(ii)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 3 , 1990

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **Flying of the Croatian National Flag at City Hall**

RECOMMENDATION:

That the request of the Croatian National Home to fly the Croatian National Flag at City Hall from 1990 November 11-17 during Croatian National Home week be granted.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

cc: *Mayor's Office*
Mr. R. Swan, Manager, Property Maintenance Department
file

C(iii)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 31 1990

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K.E. Avery
City Clerk

SUBJECT: **Committee on Communications and History of the Presbytery of Hamilton - Use of City Hall Facilities**

RECOMMENDATION:

That permission be granted to the Committee on Communications and History of the Presbytery of Hamilton, the Presbyterian Church in Canada, to use the Council Chamber and adjoining area from 10:00 a.m. till 12:00 noon on 1990 Saturday, December 08 for the launching of a new book containing a history of the Presbytery of Hamilton.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Sufficient funds are available in the Property Maintenance Account No. CH 55222-134 for staff overtime associated with this event.

cc: *Mayor's Office*
Mr. R. Swan, Manager, Property Maintenance Department
Mrs. R. Morrison, City Clerk's Office
Information Desk
file

C. (iv)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 3 . 1990

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **Hamilton Society of Architects Leather Metal Awards - Use of City Hall Facilities**

RECOMMENDATION:

That permission be granted to the Hamilton Society of Architects to use an area on the second floor of City Hall from 1990 November 26 to December 07 to display submissions for Leather Metal Awards.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager Property Maintenance Department
Mrs. R. Morrison, City Clerk's Office
Information Desk
file

C(v)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 0 1 1990

DATE: 1990 November 1

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **Use of Council Chambers for Chanukah Celebrations**

RECOMMENDATION:

That permission be granted to the Jewish Community Centre, Hamilton-Wentworth and Area, to place their Chanukah Menorah on the balcony outside the Council Chambers from December 10 to December 19, 1990 and to use the City Hall Council Chambers on Thursday, 1990 December 13 from 3:45 p.m. to 5:00 p.m. for the Chanukah Celebrations.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager, Property Maintenance Department
Mrs. R. Morrison, City Clerk's Office
Information Desk
file

C(vi)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 October 23

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **CIVIC AWARD - ONTARIO FEDERATION OF AMATEUR ROLLER SKATERS - LENORE MACDONALD**

RECOMMENDATION:

That a Civic gold pin and civic gold ring be awarded to Lenore MacDonald for winning the 1990 Masters Ladies Figures Division Provincial Championship and the 1990 Masters Figures Division National Championship for Roller Skating respectively.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A. Awards are available from on-hand stock.

BACKGROUND:

Confirmation of these championships have been received in writing by the President of the Scooters Roller Gardens Club.

C. (vii)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 October 23

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: K. E. Avery
City Clerk

SUBJECT: **CIVIC AWARDS - ONTARIO PROVINCIAL JUNIOR TEN PIN BOWLING TOURNAMENT**

RECOMMENDATION:

That civic gold pins be awarded to Mark Hebert and Gordon McLean for winning the Ontario Provincial Junior Ten Pin Bowling Tournament in the Class (A) and Class (D) Divisions respectively.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A. Awards are available from on-hand stock.

BACKGROUND:

Confirmation of these Championships has been received in writing by the Ontario Provincial Junion Ten Pin Bowling Alliance.

C(viii)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 October 23

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **CIVIC AWARD - 1990 CANADIAN JUNIOR MEN'S BODY BUILDING CHAMPIONSHIPS**

RECOMMENDATION:

That a Civic gold ring be awarded to Jim Lamb for winning the 1990 Canadian Junior Men's Body Building Championships.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A. Awards are available from on-hand stock.

BACKGROUND:

Confirmation of this win has been received.

C(ix)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 1

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **CITY OF HAMILTON COAT OF ARMS**

RECOMMENDATION:

That the request of the Director of Public Relations, Hamilton Civic Hospitals, for permission to use the City of Hamilton Coat of Arms on a logo designed by nurses at the Hamilton Civic Hospitals, be approved.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

Attached is a reproduction of a logo designed by nurses at the Hamilton Civic Hospitals. It is meant to represent the many roles of nurses at the Hospitals, and to reflect the image of the profession. The intention is to use this logo on internal and external material distributed by the Departments of Nursing at both Divisions of the Hamilton Civic Hospitals (Henderson General and Hamilton General).

It has been the practice of City Council to authorize individuals and organizations to use the Coat of Arms provided it was aesthetically pleasing and was used in good taste.

att.

ADVANCE
PRUDENCE
COMMERCE
INDUSTRY
OF

D.

CITY OF HAMILTON

— RECOMMENDATION —

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: INCREASED CITY'S SHARE - WELLINGTON CHASE LANDS

RECOMMENDATION:

That the increased City's share of $17,053.74 related to the agreement with Wellington Chase Inc. for lands on the east side of Upper Wellington Street, as originally approved by City Council on December 13, 1988, be funded from the "Reserve for Services Through Unsubdivided Lands", Centre #00107.

E. C. Matthews, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

This project is covered under the approved capital budget allocation of $2.5 million for City's share of service in subdivisions.

BACKGROUND:

The Transport and Environment Committee will be considering this issue at its meeting of November 5, 1990.

F O R A C T I O N

REPORT TO: MS. T. AGNELLO, SECRETARY
TRANSPORTATION AND ENVIRONMENT COMMITTEE

FROM: E. M. GILL, P.ENG.
ACTING COMMISSIONER OF ENGINEERING

DATE: October 29, 1990
COMM FILE:
DEPT FILE: S726-84

SUBJECT:

Modified Subdivision Agreement, Upper Wellington Street

RECOMMENDATION:

The appropriation for City share for the agreement with Wellington Chase Inc. for lands on the east side of Upper Wellington Street approved on December 13, 1988, be increased from $9,946.26 to $27,000.00 and that the Finance and Administration Committee recommend the source of funding for this increase.

The Trustees of the Young's Cemetery Trust be advised that the City is not prepared to raise the sidewalk elevation on Upper Wellington Street at the Young's cemetery but is willing to comply with their other requests as set out in their letter of October 22, 1990 that is replant the trees, adjust the fencing and slope part of their lands, and re-sod the disturbed area.

E. M. Gill, P.Eng.
Acting Commissioner of Engineering

FINANCIAL CONSIDERATION:

The Finance and Administration Committee will be requested to recommend the appropriate source of funding.

Cont'd ...

Modified Subdivision Agreement, Upper Wellington Street

Cont'd ...

BACKGROUND:

The 1989 agreement between Wellington Chase Inc. and City of Hamilton provides for the construction of a 15 m sidewalk on Upper Wellington adjacent to the Young's Cemetery, at the City's cost. The purpose of this sidewalk is to eliminate a missing cap in the sidewalk. At the original design stage, there was some question if the cemetery would be moved or not which has since been resolved with a decision not to move it. Furthermore, detailed design undertaken subsequent to the original approval established that a retaining wall would be required and a number of trees should be removed in order to maintain a satisfactory design with respect to public safety and convenience. Two of the three trees involved are on the cemetery property. These were medium size trees of average quality.

During the summer of 1990, the subdivider was requested by the Department of Engineering to complete the sidewalks on Stone Church and Wellington Streets before the 1990-91 winter to provide better access to the public transit system. His consultant, Urbex Management Ltd., in turn instructed the contractor, Dufferin Construction, to install the sidewalks on both streets. Dufferin Construction proceeded in early October with the work. Unfortunately, Dufferin failed to notify the Consultant or the Region of the exact date when they would commence, as it is normal practice. Furthermore, Dufferin chose to proceed in a backward manner to the expected sequence of construction (the sidewalk was constructed prior to the retaining wall). This, together with the 1989 work load, the 1990 staff turn over and misunderstanding between the participants, resulted in the oversight to contact the Young's Cemetery Trustees. This was discovered with considerable impact after the excavation for the required work had been done, but no trespassing had occurred and still has not occurred on the cemetery lands.

Subsequent to the above mentioned events, the Consultant's staff and Regional staff met twice with the Trustees. The last meeting was on October 26, 1990. At these meetings, the history of the events was explained, the reasons for the design were discussed and a number of alternatives were reviewed. The Trustees, while preferring a relocation of Upper Wellington Street pavement to the west or a raising of the pavement, agreed with some reluctance that one of the two solutions described below are an acceptable design. Other solutions should have been proposed by the interested parties some 4-6 years ago at the neighbourhood plan development stage.

Cont'd ...

Modified Subdivision Agreement, Upper Wellington Street

Cont'd ...

The two solutions involve a narrow boulevard of approximately 0.9 m between curb and sidewalk, a 1.5 m sidewalk, and 0.5 m boulevard behind the walk (full scale plans will be at the meeting). Both designs require a retaining wall, approximately 1 m high on the allowance. The difference between the Trustee's wish and the staff's and consultant's opinion is the location of the said wall. The Trustees are recommending that the sidewalks be raised and the wall (which is just slightly higher than a desk), be placed in front of the sidewalk. Staff consider it more desirable to leave the sidewalk at street level and place the wall between the sidewalk and the property line, i.e. behind the walk. The accompanying sketches show the cross-section of the two designs. Proposal B is preferred by the Trustees while Proposal A is recommended by staff.

The Trustees, as we understand, prefer Proposal B because they consider this design safe and, in their opinion, will enhance the appearance and historical value of the cemetery for future generations. We agree that this design can be built without hazard, but we prefer the "A" design for the various reasons set out in the next paragraph.

Proposal "A" in our opinion is preferred because: it eliminates 6-8% up and down grades on the sidewalk which are a nuisance; it eliminates a railing along the front of the sidewalk; it moves the "hill" further from the road, and still leaves the cemetery in view of all passers-by. The wall is at waist level and therefore still provide full view of the cemetery. All things considered, we are of the opinion that Proposal A will look as pleasing as Proposal B and provides for better pedestrian walking.

It should be noted that both designs require the co-operation of the trustees because both designs envision sloping approximately 1 m of the cemetery. The original design, which did not require the Trustees approval, would result in a higher wall, approximately 1.5 m behind the walk. This, while feasible, would not look as good as the 2 suggestions now proposed. In turn for the co-operations to reslope the land, the trustees have requested that the existing 3 trees be replaced with three 75 mm diameter trees and that fences, etc., be lowered and adjusted. These requests are reasonable in our opinion. The existing trees were recently removed with the permission of the trustees.

Cont'd ...

Modified Subdivision Agreement, Upper Wellington Street

Cont'd ...

The two designs have different cost estimates attached to them, but these are not great enough, considering the other ramifications, to be significant in the decision making process.

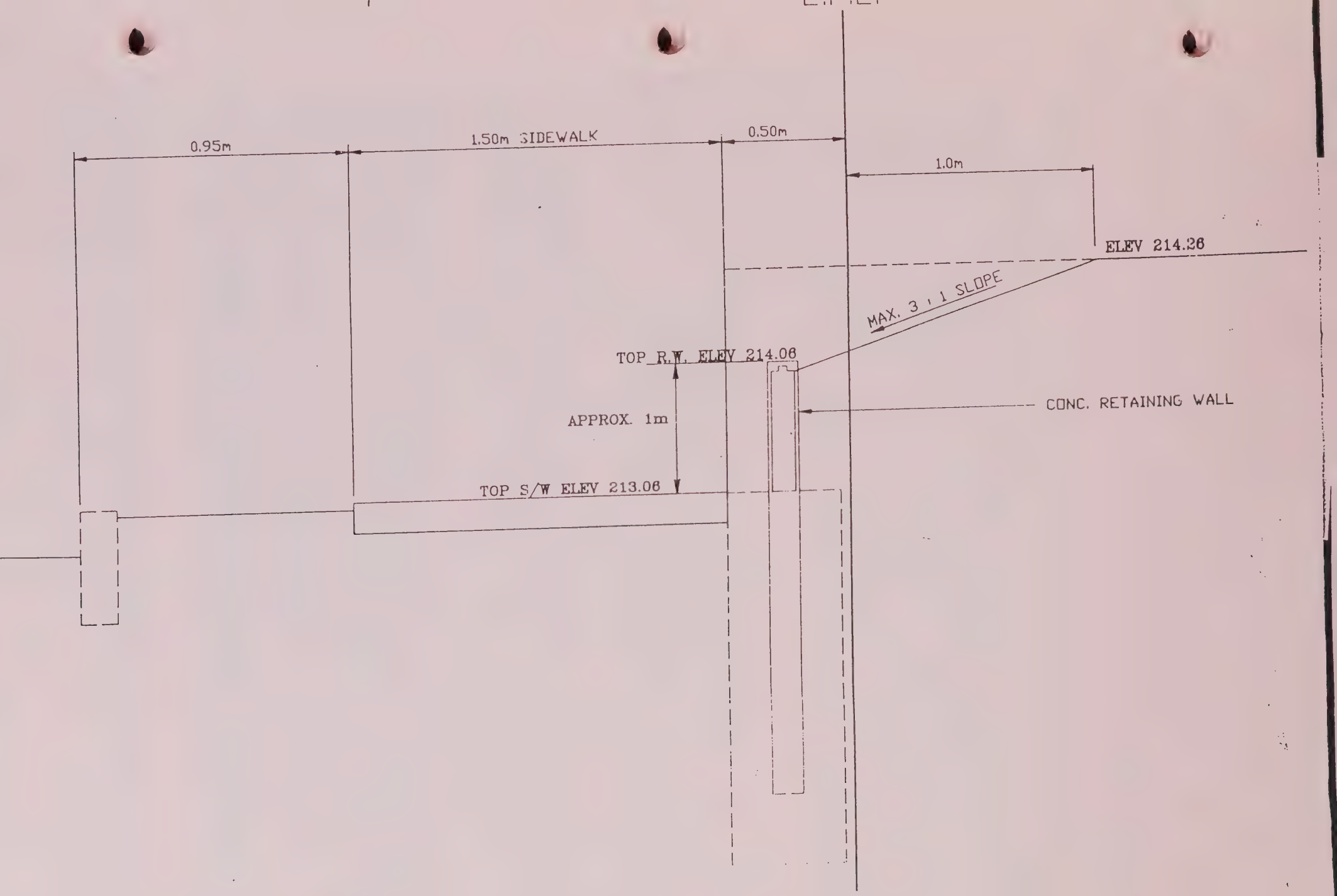
Staff's recommendation is that the Committee support Proposal "A" and strongly encourage the trustees to accept it.

For reasons set out earlier in this report, the extra financing for any wall was not dealt with in 1989 and it is therefore recommended that the appropriation be increased by $19,000.00 and the Finance and Administration Committee recommend the source of funding for this increase.

KAB:ccc

cc: D. Consoli, City Treasurer

R. Hamell


0.95m
1.50m SIDEWALK
0.50m
1.0m
ELEV 214.26
MAX. 3 : 1 SLOPE
TOP R.W. ELEV 214.06
APPROX. 1m
CONC. RETAINING WALL
TOP S/W ELEV 213.06

PROPOSAL 'A'

E.

NOV 0 1 1990

CITY OF HAMILTON

- INFORMATION -

DATE: 1990 November 1

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Ms. P. Noé Johnson
City Solicitor

SUBJECT: Delegation to USSR
Potential Joint Venture

BACKGROUND: Council at its regular meeting September 25, 1990 approved the Parks and Recreation Committee Report 17, item 6 which authorized participation in 1991 Fit Trek by the City of Hamilton jointly with the City of Penza in the Soviet Union sponsored by Fitness Canada and the Soviet Government.

The following recommendation was concurred in at the regular meeting of Council, October 30, 1990:

> That the Chairman or his designate be authorized to travel with the Fit Trek Delegation to the USSR - Penza, 1990 November 16-25, subject to the availability of funds, to participate in preliminary meetings on Sister City Twinning for Fit Trek; to prepare for a Soviet delegation visiting Hamilton in January 1991, and to prepare for any future economic or participation exchanges.

FINANCIAL IMPLICATIONS:

There are sufficient funds in Law department Travel budget account number 55201, in the amount of $1350.00, based on the information supplied from Culture and Recreation.

DISCUSSION:

In light of the current interest in encouraging joint ventures with Countries in Eastern Europe and the Soviet Union, coupled with my extensive experience with the languange and country (eg. Foreign Service Officer stationed in USSR) and the legal implications of joint ventures, my participation in this particular exchange has been considered appropriate. Subject to the concurrence of the Committee, the issuance of the appropriate visa, and approval by the CAO, arrangements can be made for my attendance as the fourth delegate for the City of Hamilton. The delegation is expected to depart on November 15, 1990.

F.(i)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 3 1 1990

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: The Ontario Painting Contractors Association and The Ontario Council of the International Brotherhood of Painters and Allied Trades, Local 205

RECOMMENDATION:

That the contract settlement of the Ontario Painting Contractors Association and the International Brotherhood of Painters and Allied Trades, Local 205 be received pursuant to the Fair Wage Policy of the City of Hamilton.

John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

The Ontario Painting Contractors Association and The Ontario Council of the International Brotherhood of Painters and Allied Trades

Duration of Agreement - June 1, 1990 to April 30, 1992

Job Classification	Effective Date	Base Rate	Vac. Pay	Welfare	Pension	Total Pkg.
Journeyman Painter	June 1/90	$21.50	2.15	0.50	1.60	$25.75
	August 1/90	$21.50	2.15	0.90	1.60	$26.15
	May 1/91	$22.69	2.26	0.90	1.60	$27.45
	Nov. 1/91	$22.69	2.26	0.90	1.80	$27.65

PREMIUMS

Foremen, Sub Foremen, Spray Painters and Sand Blasters, are paid One Dollar ($1.00) above the basic rate.

Swing Stage, Paper Hangers, Fabric Hangers and Sign Writers, are paid Fifty Cents ($0.50) above the basic rate.

ROOM & BOARD

Effective June 1/90 - Forty-five dollars ($45.00) daily or $315.00 weekly.
Effective May 1/91 - Fifty dollars ($50.00) daily or $350.00 weekly.

MILEAGE

Effective June 1/90 - $0.28 per kilometer.

APPRENTICE RATES

1st 900 hours at 40% of base rate
2nd 900 hours at 45% of base rate
Next 1800 hours at 60% of base rate
Next 1800 hours at 80% of base rate

F. (ii)

CITY OF HAMILTON

- RECOMMENDATION -

OCT 3 1 1990

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: The Mechanical Contractors Association of Hamilton and the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, Local Union 67

RECOMMENDATION:

That the contract settlement of the Mechanical Contractors Association of Hamilton and the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, Local Union 67, be received pursuant to the Fair Wage Policy of the City of Hamilton.

John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

The Mechanical Contractors Association of Hamilton and the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, Local Union 67

	July 3, 1990	May 1, 1991
BASIC RATE	$23.54	25.10
VP & SHP	2.35	2.51
WELFARE (effective June 1/90)	1.05	1.05
PENSION (effective June 1/90)	2.70	2.70
TRAINING	0.09	0.09
S.U.B.	0.20	0.20
ARTICLE 23	0.02	0.02
O.P.P.T.	0.04	0.05
UNION DUES	0.35	0.37
TOTAL	$30.34	$32.09
ASSOCIATION FUND	0.35	0.35
TOTAL PACKAGE	$30.69	$32.44

Foremen - Plus 10%

Work Week - 36 hours

Notes: Union Field Dues 1.5% of basic wage rate, for each hours pay earned.

F.(iii)

OCT 31 1990

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 October 31

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations from Permanent Positions with the Corporation of the City of Hamilton.

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent positions with the Corporation to October 29, 1990 be approved.

John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

THE CORPORATION FOR THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

NAME	CLASSIFICATION	DEPARTMENT	REASON HIRED	SALARY SCHEDULE	RATE	EFFECTIVE DATE
Mr. Patrick Warner	Probationary Fire Fighter (N-1)	Fire	Additional Staff - approved 1990 budget	$30,788.67	$30,788.67 per annum (1 of 1)	10/06/90
Mr. John Whitwell	Typist Clerk II (E-2)	Treasury	Replacing Ms. Ann Orzel - promoted	$19,756.36 to $21,283.60	$20,545.20 per annum (2 of 4)	18/10/90
Ms. Francis Wright	Probationary Fire Fighter (N-1)	Fire	Replacing Mr. D. Wesley - retired	$30,680.22	$30,680.22 per annum (1 of 1)	15/10/90
Ms. Loretta Zajac	Junior Cost Control Clerk (A-3)	Culture & Recreation	Replacing Ms. C. Franceschini - promoted	$22,945.00 to $26,065.52	$22,945.00 per annum (1 of 4)	08/10/90

Prepared 29/10/90

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

NAME	CLASSIFICATION	DEPARTMENT	REASON	LENGTH OF SERVICE	EFFECTIVE DATE
Mr. Ivan Carter	Assistant Manager (Property Mtc. Division)	Property	Deceased	1 years, 6 months	08/06/90
Ms. Francine Kell	Gardener 1	Public Works	Resigned	2 years, 3 months	28/09/90
Mr. Jim Elder	Operations & House Manager (Hamilton Place)	H.E.C.F.I.	Retired	13 years	31/10/90
Mr. Ed Kowalski	Director	Community Development	Retired	38 years	31/10/90
Mr. Howard MacMillan	Inspector	Building	Retired	15 years, 4 months	31/09/90
Ms. Linda Raike	Typist Clerk II	Treasury	Resigned	2 years, 11 month	21/09/90

Prepared 29/10/90

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1990

URBAN MUNICIPAL
NOV 2 4 1990
GOVERNMENT DOCUMENTS

FINANCE AND ADMINISTRATION COMMITTEE

NOVEMBER 22, 1990

CONSENT AGENDA

A. ADOPTION OF THE MINUTES

Special Meeting.....1990 November 6
Regular Meeting.....1990 November 8

B. MANAGER OF PURCHASING

(i) Purchase of One (1) Concrete Planer, Fleet Services

(ii) Sewer Installation, Barton Community Centre, Upper James Street

C. CITY CLERK

(i) Christmas Fund Raiser for United Way

(ii) End the Violence Montreal Massacre Memorial Committee - Memorial Gathering

D. COMMISSIONER OF HUMAN RESOURCES

(i) Leave of Absence - Ms. Karen Leslie, Treasury Department

(ii) Contract Settlement - The Hamilton Construction Association and the Labourer's International Union of North America, Local 837

E. TREASURER

(i) Procedure for Approval of the 1990 Budget Transfers and Overdrafts for the Balance of December 1990 after the City Council Meeting of December 11, 1990

(ii) Financing Increased Cost of $19 999.27 for City's Share for the Construction of Sidewalks on Upper Paradise Road Between Stone Church Road and Lunner Avenue

(iii) Status of Hosting, Receptions and Related Accounts

(iv) Status of Unclassified Revenue and Expenditures

SPECIAL MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE

A.

Tuesday, 1990 November 6
12:00 o'clock noon
Room 233, City Hall

There were present:

Alderman B. Hinkley, Chairman
Alderman D. Ross, Vice-Chairman
Mayor R. M. Morrow
Alderman T. Cooke
Alderman V. J. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson
Alderman J. Gallagher

Also present:

Alderman M. Kiss
Alderman D. Drury
Alderman F. Lombardo
Alderman T. Murray
Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. Hammel, Manager of Accounting
Mr. N. Adhya, Manager of Budgets
Mr. T. Daw, Manager of Revenue
Mr. K. Beattie, Grants Co-ordinator
Mr. C. Kerr, Budget Analyst Assistant
Mr. K. E.. Avery, City Clerk
Mr. M. Watson, Manager, Real Estate Division
Mr. D. Carson, Executive Assistant to the Mayor
Mr. M. Main, Director of Traffic Services
Chief G. Baker, Hamilton Fire Department
Mr. R. Joyce, Divisional Chief Administration, Fire Dept.
Mr. P. Lampman, Deputy Building Commissioner
Mr. T. Bradley, Manager of Purchasing
Mr. J. Johnston, Commissioner of Human Resources
Mrs. D. Jones, Manager, Personnel Services
Ms. P. Noé Johnson, City Solicitor
Mr. A. Georgieff, Director of Local Planning
Mr. G. Macaluso, Managing Director/C.E.O., HECFI
Mrs. J. McAnanama, CEO, Hamilton Public Library
Mr. B. Guise, Administrator of Finance and Property, Hamilton Public Library
Mr. R. Sugden, Director of Culture and Recreation
Mr. J. Hindson, Director of Information Systems
Mr. J. Pavelka, Director of Public Works
Mr. D. Lobo, Manager, Streets and Sanitation
Mr. J. Thompson, Secretary

The purpose of this special meeting was to receive an overview and forecast of the 1991 Current Budget Estimates from the Treasurer as well as clarification on the budget process.

All Members of City Council including Department Heads were invited to attend this meeting.

1. PROPOSAL FOR 1991-1995 CAPITAL BUDGET FINANCING

Mr. Matthews explained that the proposal for the 1991-1995 Capital Budget financing meets the City's self-imposed guideline of 12.5% of adjusted levy. The proposal, which demonstrates various options available, also includes a plan to eliminate capital debt by the year 2004 which would require political direction and approval. The options demonstrated in the proposed 1991-1995 Capital Budget provides for an increase of debt charges by 0%, 3%, 5%, and by 8.95%. The proposal also includes a "Wish List" as submitted by various Department Heads. The financing of capital projects is reduced by prior approval of projects for which no debenture has been issued yet although O.M.B. approval has been received (prior approval of capital projects $7.444 million plus Twin Pad Arena $9.668 million plus Senior Citizen Centre $3.5 million).

2. 1991 PRE-BUDGET CURRENT ESTIMATE FORECAST

In his presentation, Mr. Matthews explained that the model for 1991 pre-budget estimates is based on the following assumptions:

1. Salary and Wage Increases
2. Long-Term Disability Premium Reduction
3. Capitalizing Architects Division
4. Goods and Services Tax
5. Pay Equity
6. (a) Maximizing Revenue
   (b) $750,000 Decrease in Building Revenue
7. U.I.C.
8. Freedom of Information Act

The net increase over 1990 estimates is as follows:

	NET INCREASE		
	$	MILL RATE	AVE. TAX
Total City Depts & Local Boards	5,670,000	5.5%	$26.81
Total Financials	2,590,000	2.5%	$12.24
Total City Expenditures	8,260,000	8.0%	$39.05
Less Additional Revenues	2,686,000	2.6%	$12.70
1991 Additional Taxation Requirements	5,574,000	5.4%	$26.35

* On a $5,000 Avg. Residential Assessment

In discussion, Alderman Gallagher commented that the average salary increases and merit increases are above the inflationary rate. He also expressed an interest in determining whether the City can deliver the same level of service at less cost by reducing the number of positions across the board through attrition.

3. **FIRE HYDRANT CHARGES**

The Chief Administrative Officer advised that following a review and study of several other comparable municipalities, the Treasurer and the Fire Chief are prepared to recommend that the hydrant charges for fire protection - water rates and sewer surcharge, as provided in the Fire Department budget for payment to the Regional Municipality of Hamilton-Wentworth, be discontinued.

The Treasurer and the Fire Chief agreed to prepare a joint report for presentation to the Finance and Administration Committee at its regular meeting on 1990 November 8.

4. **UNCONDITIONAL GRANTS**

It was noted that the 1991 budget revenue forecast provides for a 0% increase in unconditional grants.

It was moved by Alderman Agostino, seconded by Alderman Ross, that the figure for unconditional grants be increased by at least 5%. Aldermen Agostino and Ross agreed to withdraw their motion pending receipt of a report from the Treasurer concerning the provincial system and formula for unconditional grants to municipalities. It was generally agreed that the Committee will be in a better position to include an accurate figure for unconditional grants following a review of Mr. Matthews' report.

5. **GLOBAL BUDGET REDUCTION**

In discussion, it was noted that the City's global budget will have to be reduced by $5.574 million in order to arrive at a 0% increase over the 1990 estimates. The Chief Administrative Officer explained that the Management Team will have to develop global packages to reduce the budget by that amount. The reduction mechanism may involve the utilization of reserves to get the base budget down through the transitional period.

6. **PRE-BUDGET MEETING WITH BOARDS OF EDUCATION**

The Chairman advised that the possibility of a pre-budget meeting with the Board of Eduction will be discussed by the Finance and Administration Committee at its meeting on Thursday, 1990 November 8 when it considers a report from the Treasurer dealing with the 1990 realty tax notification procedures.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE & ADMINISTRATION COMMITTEE

John Thompson, Secretary
Finance and Administration

/bc

Thursday, 1990 November 8
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present: Alderman B. Hinkley, Chairman
Alderman D. Ross, Vice-Chairman
Alderman T. Cooke
Alderman V. J. Agro
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson
Alderman J. Gallagher

Regrets: Mayor R. M. Morrow - City Business

Also present: Alderman T. Murray
Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. T. Daw, Manager of Revenue
Mr. D. King, Manager of Internal Control
Mr. T. Bradbury, Supervisor of Taxation
Mr. R. Hammel, Manager of Accounting
Mr. M. Watson, Manager, Real Estate Division
Chief G. Baker, Hamilton Fire Department
Mr. R. Joyce, Divisional Chief Administration, Fire Dept.
Mr. P. Baker, General Manager, Hamilton Parking Authority
Ms. P. Noé Johnson, City Solicitor
Mr. B. Loreto, Solicitor, Subdivisions & Real Estate
Mr. P. Hooker, Manager, Legal Services Division
Mr. T. Bradley, Manager of Purchasing
Mr. J. Hindson, Director of Information Systems
Mr. P. Lampman, Deputy Building Commissioner
Mr. J. Thompson, Secretary

CONSENT AGENDA

A. MINUTES

The minutes of the meeting of the Finance and Administration Committee held 1990 October 25 were received and adopted as circulated to the members.

B. MANAGER OF PURCHASING

(i) REPLACEMENT OF TWO UNITS #9449, 9458 AND PURCHASE OF ONE TRUCK CHASSIS WITH HYDROSTATIC STREET FLUSHERS, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1990 October 31, the Committee agreed to submit the following recommendation to City Council for approval:

> That a purchase order be issued to Eastgate Ford Sales, Hamilton, in the amount of $329 459.40, being the lowest acceptable of six (6) tenders received, for the replacement of two (2) and purchase of one (1) Truck Chassis with Street Flushers for Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account No. CH 5X503 00101 ($219 639.60) and New Equipment Street Flusher Account No. CF 5500 608851001 ($109 819.80).

NOTE: If the units can be ordered immediately for delivery in 1990, a savings of $9 376.50 will be realized as the GST will not have to be paid. Therefore the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: The Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

(ii) MASONRY RESTORATION, WHITEHERN

As outlined in a report of the Manager of Purchasing dated 1990 October 31, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Ontario Restoration Limited, Brantford, in the amount of $12 500, being the lowest of four (4) quotations received, to provide Masonry Restoration at Whitehern, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from Special Repairs Account No. CH 57351 31150.

(iii) WORKMEN'S UNIFORM CLOTHING, PURCHASING STORES

As outlined in a report of the Manager of Purchasing dated 1990 October 30, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to J.P. Hammill & Son Limited, Guelph, being the lowest of seven (7) tenders received, for the supply and delivery of Workmen's Uniform Clothing as and when required, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender as follows, and that this expenditure be financed from Stores Operating Supplies Account No. CH 56103 28999:

Trousers	$12.25 each
Short Sleeve Shirts	10.25 "
Long Sleeve Shirts	11.50 "
Overall Jackets	17.00 "
Overall Pants	24.95 "
Crested Coveralls	23.75 "

All applicable taxes extra

(iv) REPLACEMENT OF TWO STREET SWEEPERS, UNITS #9558 , 9562, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1990 October 30, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to G.C.Duke Equipment Ltd., Burlington, in the amount of $226 853.20, being the lowest acceptable of four (4) tenders received, to replace two Street Sweepers, Units #9558 and 9562 for Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's tender, and that this expenditure be financed from Reserve for Replacement of Mobile Equipment Account No. CH 5X503 00101.

NOTE: As delivery is approximately thirty days and there will be a savings of $8 225 if delivery is in 1990, the above has been processed through the emergency procedures of the City of Hamilton Purchasing Policy, that states "An order can be placed upon the approval of two of the following: The Mayor, an appropriate Committee Chairman, the C.A.O. and that any action taken under this provision to be reported to the next regular meeting of City Council".

C. CITY CLERK

(i) 1991 LICENCE FEES

The Committee was in receipt of an information report from the City Clerk dated 1990 October 31 respecting the increase by 5% of the 1991 licence fees which are administered by the Licence Division of the City Clerk's Department. This increase was adopted by City Council 1990 October 30.

As outlined in the City Clerk's report, licence records are maintained on the City's main computer and licence fees are changed automatically. The present system is designed so that licence fees are rounded off to the nearest dollar, which streamlines computer processing and lessens change handling. In some cases, licence fee increases may or may not exceed the 5% by this automatic rounding off process. This method of increasing licence fees was approved by City Council on 1988 October 31.

Alderman Agro was recorded as opposed to the 1991 licence fee increase.

(ii) FLYING OF THE CROATIAN NATIONAL FLAG AT CITY HALL

As outlined in a report of the City Clerk dated 1990 October 31, the Committee agreed to submit the following recommendation to City Council for approval:

> That the request of the Croatian National Home to fly the Croatian National Flag at City Hall from 1990 November 11-17 during Croatian National Home week be granted.

(iii) COMMITTEE ON COMMUNICATIONS AND HISTORY OF THE PRESBYTERY OF HAMILTON - USE OF CITY HALL FACILITIES

As outlined in a report of the City Clerk dated 1990 October 31, the Committee agreed to submit the following recommendation to City Council for approval:

> That permission be granted to the Committee on Communications and History of the Presbytery of Hamilton, the Presbyterian Church in Canada, to use the Council Chamber and adjoining area from 10:00 a.m. till 12:00 noon on Saturday, 1990 December 08 for the launching of a new book containing a history of the Presbytery of Hamilton.

(iv) HAMILTON SOCIETY OF ARCHITECTS LEATHER METAL AWARDS - USE OF CITY HALL FACILITIES

As outlined in a report of the City Clerk dated 1990 October 31, the Committee agreed to submit the following recommendation to City Council for approval:

> That permission be granted to the Hamilton Society of Architects to use an area on the second floor of City Hall from 1990 November 26 to December 07 to display submissions for Leather Metal Awards.

(v) CHANUKAH CELEBRATIONS - USE OF CITY HALL FACILITIES

As outlined in a report of the City Clerk dated 1990 November 1, the Committee agreed to submit the following recommendation to City Council for approval:

> That permission be granted to the Jewish Community Centre, Hamilton-Wentworth and Area, to place their Chanukah Menorah on the balcony outside the Council Chamber from 1990 December 10 to 19, and to use the Council Chamber on Thursday, 1990 December 13 from 3:45 p.m. to 5:00 p.m. for the Chanukah Celebrations.

(vi) CIVIC AWARD TO LENORE MACDONALD - ONTARIO FEDERATION OF AMATEUR ROLLER SKATERS

As outlined in a report of the City Clerk dated 1990 October 23, the Committee agreed to submit the following recommendation to City Council for approval:

> That a civic gold pin and civic gold ring be awarded to Lenore MacDonald for winning the 1990 Masters Ladies Figures Division Provincial Championship and the 1990 Masters Figures Division National Championship for Roller Skating respectively.

(vii) CIVIC AWARDS - ONTARIO PROVINCIAL JUNIOR TEN PIN BOWLING TOURNAMENT

As outlined in a report of the City Clerk dated 1990 October 23, the Committee agreed to submit the following recommendation to City Council for approval:

> That civic gold pins be awarded to Mark Hebert and Gordon McLean for winning the Ontario Provincial Junior Ten Pin Bowling Tournament in the Class (A) and Class (D) Divisions respectively.

(viii) CIVIC AWARDS - 1990 CANADIAN JUNIOR MEN'S BODY BUILDING CHAMPIONSHIPS

As outlined in a report of the City Clerk dated 1990 October 23, the Committee agreed to submit the following recommendation to City Council for approval:

> That a civic gold ring be awarded to Jim Lamb for winning the 1990 Canadian Junior Men's Body Building Championships.

(ix) HAMILTON CIVIC HOSPITALS' REQUEST TO USE CITY OF HAMILTON COAT OF ARMS

As outlined in a report of the City Clerk dated 1990 November 1, the Committee agreed to submit the following recommendation to City Council for approval:

> That the request of the Director of Public Relations, Hamilton Civic Hospitals, for permission to use the City of Hamilton Coat of Arms on a logo designed by nurses at the Hamilton Civic Hospitals, be approved.

D. TREASURER

As outlined in a report of the Treasurer dated 1990 October 31, the Committee agreed to submit the following recommendation to City Council for approval:

> That, as referred to in Section 5 of the Fifteenth Report of the Transport and Environment Committee, the increased City's share of $17 053.74 related to the agreement with Wellington Chase Inc. for lands on the east side of Upper Wellington Street, as originally approved by City Council on 1988 December 13, be funded from the "Reserve for Services Through Unsubdivided Lands", Centre #00107.

E. CITY SOLICITOR

DELEGATION TO U.S.S.R. - POTENTIAL JOINT VENTURE

The Committee received an information report from the City Solicitor dated 1990 November 1 respecting the City of Hamilton's joint participation with the City of Penza in the Soviet Union in the 1991 Fit Trek, which is sponsored by Fitness Canada and the Soviet Government.

In receiving the City Solicitor's report, the Committee approved that subject to the approval of the C.A.O., the issuance of the appropriate visa, arrangements be made for her to attend as a fourth delegate for the City of Hamilton.

Following receipt of this report by the Committee, Alderman Copps asked the Secretary to record in the minutes that she was opposed to this item.

F. COMMISSIONER OF HUMAN RESOURCES

(i) CONTRACT SETTLEMENT - THE ONTARIO PAINTING CONTRACTORS ASSOC. AND THE ONTARIO COUNCIL OF THE INTERNATIONAL BROTHERHOOD OF PAINTERS AND ALLIED TRADES, LOCAL 205

As outlined in a report of the Commissioner of Human Resources dated 1990 October 31, the Committee agreed to submit the following recommendation to City Council for approval:

> That the contract settlement of the Ontario Painting Contractors Association and the International Brotherhood of Painters and Allied Trades, Local 205, be received pursuant to the Fair Wage Policy of the City of Hamilton.

(ii) CONTRACT SETTLEMENT - THE MECHANICAL CONTRACTORS ASSOCIATION OF HAMILTON AND THE UNITED ASSOC. OF JOURNEYMEN AND APPRENTICES OF THE PLUMBING AND PIPE FITTING INDUSTRY OF THE UNITED STATES AND CANADA, LOCAL UNION 67

As outlined in a report of the Commissioner of Human Resources dated 1990 October 31, the Committee agreed to submit the following recommendation to City Council for approval:

> That the contract settlement of the Mechanical Contractors Association of Hamilton and the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, Local Union 67, be received pursuant to the Fair Wage Policy of the City of Hamilton.

Alderman Cooke commented that in time of fiscal restraint he cannot support a separate system of billing education and municipal taxes at this time.

Alderman Copps stated commented that the Boards of Education should share in the cost of producing the proposed information brochure. She also suggested that a further revision should be made to the Notification of Realty Tax Form enhancing that portion of the tax levy to clearly indicate the amounts levied for the Boards of Education, the Region, and the City.

Alderman Ross also suggested that the Notification of Realty Tax Form be further revised to include an area for the display of the Coat of Arms/Crests of the Boards of Education, the Region, and the City so that it does not appear that the tax bill is being issued solely by the City of Hamilton.

In discussion, Alderman Cooke recommended that the report of the Treasurer be referred to the Public and Separate Education Boards requesting their support of the concept of the circularization of an information brochure on a cost sharing basis, which would include among other things the home telephone numbers of the Trustees of both Boards, and that an invitation be extended to the officials and the Trustees of both Boards of Education to attend the next Committee meeting, or alternatively a special meeting of the Committee to discuss their budget process and projected increases.

In addition, Alderman Gallagher recommended that Alderman Cooke's motion be amended to provide that a special public meeting be convened in the Council Chambers with officials and Trustees of the Public and Separate School Boards to entertain their 1991 budget estimates.

Alderman Agro was recorded as opposed to the suggested public meeting.

Alderman Hinkley further suggested that the City Treasurer and the Regional Commissioner of Finance be requested to prepare a ten minute presentation for the proposed public meeting, as suggested by Alderman Gallagher, to provide an overview and forecast of the 1991 Current Budget Estimates of the City, the Region, and that the Public and Separate Education Boards be requested to make similar presentations on their budget process and forecast.

Following considerable discussion, it was agreed to strike a sub-committee composed of Aldermen Cooke and Agostino, including Treasury and Systems staff to package a proposal for presentation to the Public and Separate Education Boards as well as the Hamilton-Wentworth Region for a special public meeting to receive an overview and forecast of the 1991 budgets of the Boards of Education, the Region, and the City.

The special Sub-Committee was also requested to undertake a further review of the Notification of Realty Taxes Form with the view to incorporating some of the revisions suggested by the Members of the Committee. The Sub-Committee was also authorized to obtain the services of a marketing consultant to assist in redesigning the notification billing form.

5. <u>REVISION TO THE GENERAL GRANT AND CONVENTION/RECEPTION GRANT APPLICATIONS AND POLICIES</u>

The report of the Grants Co-ordinator dated 1990 November 7 was deferred to a special meeting of the Finance and Administration Committee to be held immediately prior to the meeting of City Council on 1990 November 13.

6. **FARMERS' MARKET SUB-COMMITTEE**

(a) **MARKET FEES FOR 1991**

As outlined in a report of the Secretary of the Hamilton Farmers' Market Sub-Committee dated 1990 October 31, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the Hamilton Farmers' Market fees be increased by five per cent (5%), as per Appendix "B" attached hereto.

(b) That the City Solicitor be directed to prepare a By-law to Amend By-law No. 81-180 "To Regulate the Hamilton Farmers' Market" to reflect this increase for submission to City Council.

(b) **1990 CHRISTMAS HOLIDAY SCHEDULE - MARKET DAYS**

As outlined in an information report of the Secretary of the Farmers' Market Sub-Committee dated 1990 October 31, the Committee agreed to submit the following to City Council for information purposes:

For the information of the Members of City Council, the Farmers' Market Sub-Committee, at their meeting of 1990 October 30, scheduled the Market Days during the 1990 Christmas season as follows:

Christmas Week	New Year's Week
Monday, December 24, 1990	Monday, December 31, 1990
Thursday, December 27, 1990	Thursday, January 3, 1991
Friday, December 28, 1990	Friday, January 4, 1991
Saturday, December 29, 1990	Saturday, January 5, 1991

7. **CORRESPONDENCE REFERRED BY MAYOR'S OFFICE - CATHEDRAL GIRLS' HIGH SCHOOL BASKETBALL TEAM REQUEST FOR SPONSORSHIP**

The Committee had before it a copy of a letter from Mr. Vincent Lepore of Cathedral Girls' High School addressed to Mayor Robert M. Morrow, dated 1990 October 1, concerning the "Business Sponsorship Program" which has been developed to raise monies for Cathedral Girls' High School Basketball Team to participate in the Basketball Classic to be held in Tucson, Arizona, 1990 December 27 to 1991 January 3, which has been referred to the Finance and Administration Committee by the Mayor for consideration and recommendation.

In keeping with the City's policy not to provide financial assistance to individuals, groups and organizations to defray expenses associated with representing the City at events outside the City of Hamilton, the Committee directed that the correspondence be received.

8. **REGIONAL MUNICIPALITY OF HAMILTON-WENTWORTH RESOLUTION RE GOODS AND SERVICES TAX**

The Committee agreed that the following resolution which has been referred to the City of Hamilton by the Regional Municipality of Hamilton-Wentworth for support, be endorsed:

(a) That the Regional Municipality of Hamilton-Wentworth declare itself a G.S.T. - Tax Free Zone; and,

(b) That this resolution be circulated to Canadian Municipalities with populations over 50 000.

9. FIRE HYDRANT CHARGES

As outlined in a report of the Treasurer dated 1990 November 7, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the Hydrant Charges for fire protection - water rates and sewer surcharge in the amount of $1 136 320 and Hydrant surcharge in the amount of $142 040 to a total of $1 278 360 as provided in the 1990 Fire Department budget for payment to the Regional Municipality of Hamilton-Wentworth be discontinued commencing as of January 1, 1991.

(b) That the Regional Municipality of Hamilton-Wentworth be notified of the City's resolution in this respect.

10. SENIOR CITIZEN'S CENTRE

As outlined in a report of the Treasurer dated 1990 November 7, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That, as referred to in Section 1 of the Twentieth Report of the Parks and Recreation Committee, the City Solicitor be authorized to make application to the Ontario Municipal Board for approval to construct the Senior Citizen's Centre at Sackville Hill Memorial Park at an estimated cost of $3 500 000 by the issuance of debentures for a period not to exceed 20 years.

(b) That the Regional Municipality of Hamilton-Wentworth be requested to consent to the issuance of debentures in the amount of $3 500 000 for a term not to exceed 20 years for the above project.

At the suggestion of Alderman Murray who was in attendance, the Committee agreed to request the Parks and Recreation Committee to investigate the possibility of selling the Inverness School property with a view to using the proceeds from the sale of the property to offset the increased cost of the senior citizen's centre.

Alderman Murray suggested that possibly the Inverness School will not be required for parks and recreation purposes and that the Parks and Recreation Committee should be requested to look into the possible sale of the property.

11. WEST MOUNTAIN TWIN PAD ARENA/CHEDMAC DRIVE

As outlined in a report of the Treasurer dated 1990 November 7, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That, as referred to in Section 7 of the Twentieth Report of the Parks and Recreation Committee, the City Solicitor be authorized to make application to the Ontario Municipal Board for approval to construct the new West Mountain Twin Pad Arena including road improvement on Chedmac Drive at an estimated cost of $9 668 000 by the issuance of debentures for a period not to exceed 20 years.

(b) That the Regional Municipality of Hamilton-Wentworth be requested to consent to the issuance of debentures in the amount of $9 668 000 for a term not to exceed 20 years for the above project.

12. **DELEGATIONS**

COMPLAINTS/REQUESTS FOR RELIEF FROM DEVELOPMENT CHARGES

(a) **MR. DINESH MAHABIR, 280 LIMERIDGE ROAD EAST**

Mr. Colin Rayner attended on behalf of Mr. Dinesh Mahabir, who was also in attendance.

The Committee had before it a report of the Building Commissioner, dated 1990 October 22, recommending that the request by Mahabir Homes Limited for relief of payment of development charges for the property at 280 Limeridge Road East be denied.

Mr. P. Lampman, Deputy Building Commissioner, was in attendance and explained that the owner of this property developed the subject site under separate permits for all five buildings. As each building was completed the owner applied for the next building permit in turn.

The building permit for the final block of townhouses was applied for in August 1990. Due to the date of the building permit application, the final block of townhouses is subject to the charges under the Development Charges By-law.

Mr. Rayner informed the Committee that his client made application for the building permit for the final block of townhouses 1990 June 28, at which time he was not advised of the impending development charges under the Regional By-law. He said that his client was not notified of the additional Regional charges until October 1990. He explained that his client may have to abandon the project because of the substantial financial over-run.

Mr. Lampman proceeded to explain that the actual application for the building permit for the final block of townhouses was made 1990 July 27, at which time the application fee was partially paid by the applicant. On 1990 August 23 the Building Department sent a letter to Mr. Mahabir advising him of the amount owing on his application permit.

Upon hearing the evidence presented by Mr. Lampman, and after giving the evidence presented by the complainant due consideration, the Committee directed that the request be taken under advisement.

The Committee later agreed to recommend to City Council that the request for relief be denied and that the Development Charges for the property be confirmed as being properly imposed pursuant to the By-law.

(b) **MRS. OURDA MASMOUDI, 1415 UPPER SHERMAN AVENUE**

Mrs. Masmoudi appeared before the Committee requesting relief of payment of development charges for a single family dwelling at 1415 Upper Sherman Avenue.

The Committee had before it a report of the Building Commissioner dated 1990 October 22 recommending that Mrs. Masmoudi's request be denied.

Mr. P. Lampman, Deputy Building Commissioner, was in attendance and explained that on 1990 July 5 application for a building permit was made to the Building Department for the erection of a single family dwelling at 1415 Upper Sherman Avenue. At the time of attendance at the Building Department, the applicants, Mr. & Mrs. Masmoudi, were advised that various charges were owing for 5% Land Dedication and Land Development Charges By-laws as passed by the City and Region. They were also advised that the building permit fee was necessary prior to acceptance of their building permit application.

On July 9, 1990 Mr. & Mrs. Masmoudi were sent a letter from the Building Department outlining what the nature of the Development Charges were and confirming that various charges were owing prior to issuance of a building permit. A building permit was subsequently issued for the property, however, the applicant did protest payment of all charges owing at the time of building permit issuance.

Mrs. Masmoudi stated that the letter sent from the Building Department 1990 July 9 was addressed to the wrong property, namely 1409 Upper Sherman Avenue. Mr. Lampman responded by explaining that 1409 Upper Sherman was the address shown by the applicant when he completed the application for a building permit.

Upon hearing the evidence presented by Mr. Lampman, and after giving the evidence presented by Mrs. Masmoudi due consideration, the Committee directed that Mrs. Masmoudi's complaint be taken under advisement.

The Committee later decided to reserve it's decision in this matter pending receipt of a further report from the Building Commissioner outlining all of the correspondence and reports that have transpired to date with respect to the development of this site.

(c) McMASTER UNIVERSITY - REQUEST FOR EXEMPTION

Mr. A. L. Darling, Vice-President - Administration, McMaster University, was in attendance requesting that an exemption be granted to McMaster University from the development charges.

The Committee had before it a report of the Treasurer dated 1990 October 18 recommending that no change be made to the Development Charges By-law to exempt Universities and Colleges.

Mr. Darling addressed the Committee stating that school boards are exempt under the Development Charges Act. Since school boards are exempt under this provision, McMaster University feels it would be appropriate for other education institutions, like Universities and Colleges which are in receipt of public funding, to be exempt also. He stated that he had consulted with the Ministry of Colleges and Universities and that the Ministry is extremely concerned about municipalities placing additional charges on Universities when a grant has been provided from a senior level of government to reimburse municipalities.

Upon hearing the evidence presented by Mr. Lampman, and after giving the evidence presented by Mr. Darling due consideration, the Committee directed that the request of McMaster University be taken under advisement.

The Committee later decided to reserve its decision in this matter pending receipt of a further report from the Building Commissioner on how the square footage requirement under Section 13.2 of the Development Charges By-law applies to McMaster University.

(d) **FRENCH SUB-COMMITTEE, MINISTRY OF MUNICIPAL AFFAIRS' MUNICIPAL SERVICES IN FRENCH PROGRAM**

The Committee had before it a report of the French Sub-Committee dated 1990 October 31 recommending that the City participate in, at no cost to the City, the Ministry of Municipal Affairs' Municipal Services in French Program to benefit from a consultant's study that would investigate the bilingual (French/English) resources presently available, and potentially available, and those services that could be made available for the French community. All costs will be assumed by the Ministry of Municipal Affairs' French Language Services Branch.

Mr. Richard Theoret, Policy/Program Co-ordinator, French Language Services Branch, Ministry of Municipal Affairs, was in attendance along with Mr. Roger Paquette, Chairman of the French Sub-Committee, to explain the City's participation in the Ministry of Municipal Affairs' Municipal Services in French Program.

Alderman Cooke stated that the City's participation in this program is not a pressing priority, particularly in time of severe economic restraints. He said that the French Sub-Committee should first review the resources presently available on the basis of need and priority. He stated the French Sub-Committee should assess the need for those services and determine what areas within the Corporation are receiving requests for French language services and determine where we are unable to provide a particular service or provide access to a particular service.

Alderman Jackson commented that his interpretation of the proposed program is that it will eventually lead to additional costs to the City.

Alderman Copps commented that the Finance and Administration Committee will, in all likelihood, be forced into making recommendations upon completion of the study.

Following discussion, the Committee concluded that completion of the French Language Services Study would eventually lead to additional cost to the City. With this in mind, and having regard to extreme budget restraints which all levels of government are experiencing in today's uncertain economy, the Committee agreed that this matter should be referred back to the French Sub-Committee. The Committee indicated, however, that the French Sub-Committee is welcome to submit a proposal in a different form based on the Committee's comments concerning need and priority for French language services.

13. **IN-CAMERA AGENDA**

The Committee retired to meet in-camera to discuss private and confidential reports of the City Solicitor regarding settlements of claims.

Reconvening in open session the Committee agreed to submit the following recommendations to City Council for approval as recommended by the City Solicitor in various reports:

That the City make an Offer to Settle in Ontario Court of Justice (General Division) Action 2353/86 in the following terms:

(a) That the Defendant, Jockey Club Tavern Limited, pay to the Plaintiff all B.I.A. levies owing up to the date of acceptance of the Offer without interest or penalty.

(b) That if the Defendant accepts the Offer within thirty days of its date, each party will bear its own costs.

(c) That if the Defendant accepts the Offer after thirty days from its date, the Defendant shall pay to the Plaintiff its party and party costs in an amount to be agreed or assessed.

(d) That the Offer remain open for acceptance until withdrawn or the commencement of trial whichever first occurs.

That the City Offer to Settle in Ontario Court of Justice (General Division) Action No. 5300/86 on the following terms:

(a) That the City of Hamilton shall pay to the Plaintiff, John Edwin Orr, $3 000 on account of all damages.

(b) That the City of Hamilton shall pay to the Plaintiff, John Edwin Orr, prejudgment interest on the aforesaid amount in accordance with the Courts of Justice Act.

(c) That the City of Hamilton shall pay to John Edwin Orr his party/party costs in an amount to be agreed or assessed.

(d) This offer is open for acceptance until withdrawn or the commencement of trial whichever first occurs.

That the City of Hamilton increase its Offer to Settle in Ontario Court of Justice (General Division) Action No. 5157/88 from $5 000 to $5 250, inclusive of interest and costs, payable to the Plaintiffs, Deborah and Michael Staats.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN B. HINKLEY, CHAIRMAN
FINANCE & ADMINISTRATION COMMITTEE

John Thompson, Secretary
Finance and Administration

/bc

B(i)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 0 5 1990

DATE: 1990 November 2

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: PURCHASE OF ONE (1) CONCRETE PLANER, FLEET SERVICES

RECOMMENDATION:
That a purchase order be issued to Battlefield Equipment Rentals Inc., Stoney Creek, in the amount of $11 317.32, being the only supplier for this type of equipment to meet the City's requirements, for the purchase of one (1) Concrete Planer for Fleet Services, in accordance with Vendor's quotation, and that this expenditure be financed from Streets Equipment Concrete Grinder Account No. CF5000 608951002.

T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND:

The Streets Division, Department of Public Works, require a powered concrete planer to remove the sidewalk trips and eliminate insurance claims. Several types of equipment were tested and the only concrete planer to meet the City's requirements for this operation is the EDCO Concrete Planer, Model SP-10 supplied by Battlefield Equipment Rentals Inc.

B(ii)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 16 1990

DATE: 1990 November 15

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: SEWER INSTALLATION, BARTON COMMUNITY CENTRE, UPPER JAMES STREET

RECOMMENDATION:
That a purchase order be issued to Wentworth Lincoln Landscaping Ltd., Grimsby, in the amount of $17 380.97, plus a maximum of $5 000 contingency if rock excavation is encountered, being the lowest of nine (9) quotations received, to install sewers at Barton Community Centre, Upper James Street, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from the Major Maintenance 1987 Account CF5698 318741003.

T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

BACKGROUND: Quotation Analysis

Wentworth-Lincoln Landscaping Ltd., Grimsby	$17 380.97
Catalina Excavating Inc., Vinemount	17 995.00
Bud's Contracting, Stoney Creek	18 960.00
Cardeen Construction Limited, Stoney Creek	19 200.00
Crayford Enterprise Ltd., Hannon	21 400.00
Dufferin Construction Company, Oakville	23 376.00
Delmar Contracting Limited, Fruitland	24 473.00
Wm. Groves Limited, Hamilton	24 600.00
Bono General Construction Limited, Hannon	25 980.00

Above prices include all taxes.

C(i)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 9

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **CHRISTMAS FUND RAISER FOR UNITED WAY**

RECOMMENDATION:

That permission be granted to Hamilton-Wentworth Regional Social Service staff to tour City Hall in Christmas costumes on 1990 December 6 and 7 to sell candy canes to raise funds for a local Christmas bureau or gift fund.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. A. Spencer, Director of Income Maintenance -
Social Services Department
Mr. M.J. Schuster, Commissioner of Social Services
Mrs. R. Morrison, City Clerk's Office
Information Desk
✓File

DEPARTMENT OF SOCIAL SERVICES

MEMORANDUM

****

RECEIVED
NOV - 5 1990
CITY CLERKS

TO: Mr. Keith Avery
City Clerk
Clerks Department, 2nd Floor
Hamilton, Ontario
L8N 3T4

YOUR FILE:

FROM: Mr. Alf Spencer
Director of Income Maintenance
Social Services Department

OUR FILE:
PHONE: 546-4827

SUBJECT: CHRISTMAS FUND RAISER FOR UNITED WAY

DATE: 1990 November 2

****

By means of this correspondence, I am making a formal request to the Hamilton Legislation and Reception Committee to solicit City Hall personnel during an up coming fund raiser.

> Annually, Hamilton-Wentworth Regional Social Services staff attempt to raise funds at Christmas for a local Christmas Bureau or gift fund. This year staff (dressed as Santa and Mrs. Santa and the elves) will be selling candy canes at various regional locations on December 6, and December 7, 1990. Staff would also like to tour City Hall. In previous years we have raised as much as $1,200. and would like to surpass our goal.

Hopefully, a tour of City Hall would assist in our endeavours.

Your consideration and support are appreciated.

Yours sincerely,

Alfred Spencer
Director of Income Maintenance

AS/ss
cc: M. J. Schuster, Commissioner of Social Services

C(ii)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 16

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
Deputy City Clerk

SUBJECT: **End The Violence Montreal Massacre Memorial Committee - Memorial Gathering**

RECOMMENDATION:

That the request of the End the Violence Montreal Massacre Memorial Committee to use the area west of the City Hall forecourt (the location of the Memorial Garden) for a memorial gathering from 6:00 p.m. until approximately 6:30 p.m. on 1990 December 06, and, in the event of inclement weather, to use the City Hall first floor foyer be granted.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: Mayor's Office
Mr. R. Swan, Manager
Property Maintenance Department
Mrs. R. Morrison, City Clerk's Office
Information Desk
File

D(i)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 1 5 1990

DATE: 1990 November 14

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Leave of Absence - Ms. Karen Leslie, Treasury Department (C-060-90)

RECOMMENDATION:

That a leave of absence without pay be granted to Karen Leslie, an employee of the Treasury Department for the period commencing December 10, 1990 to June 3, 1991.

John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Ms. Leslie, having joined the City of Hamilton on December 12, 1989, does not qualify under the Employment Standards Act for paid Maternity Leave and has therefore requested a non-paid leave of absence. Her Department Head and the Chief Administrative Officer are supportive of the request and recommend that it be approved by the Committee.

cc: E. Matthews, City Treasurer

D(ii)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 15 1990

DATE: 1990 November 14

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: The Hamilton Construction Association and the Labourer's International Union of North America, Local 837, Hamilton. These rates pertain to Industrial, Commercial and Institutional Buildings. (C-062-90)

RECOMMENDATION:

That the contract settlement of the Hamilton Construction Association and the Labourer's International Union of North America, Local 837, Hamilton be received pursuant to the Fair Wage Policy of the City of Hamilton.

John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

Attached.

The Hamilton Construction Association and the Labourers' International Union of North America, Local 837, Hamilton. These rates pertain to Industrial, Commercial and Institutional Buildings.

The wage package below is applicable to the following classifications: general labourer, form worker, concrete worker, jackhammer operator, vibrator operator, fork lift operator, pump operator, compressor operator, truck driver, barman, mixerman, pumpman, pre-cast erector, equipment operator and plasterers tender.

Date	Basic Hourly Rate	Vac Pay	Welfare	Pension	Train Fund	Total Package	Ind. Fund	*Wkg. Dues
May 4/90	$18.96	$1.90 (10%)	$1.60	$1.20	$0.50	$24.16	$0.08	$0.40
Oct. 1/90	$18.96	$1.90 (10%)	$1.60	$1.20	$0.52	$24.18	$0.08	$0.40
Jan. 1/91	$18.96	$1.90 (10%)	$1.60	$1.20	$0.52	$24.18	$0.10	$0.40
May 1/91	$20.42	$2.04 (10%)	$1.60	$1.30	$0.52	$25.88	$0.10	$0.40

*Includes Provincial Council Dues of five ($0.05) cents.

New Entries

New entry labourers will be paid 75% of the basic labourers rate for the first 900 hours worked in the I.C.I. sector. Local 837 will determine who the new entries are and credit may be given to members who have demonstrable experience in related sectors of the construction industry. Employers may request new entry labourers from the Local Union Office. Local 837 will advise the Employer of the names and hours of new entry service of any new entry labourer being referred to ensure proper remuneration. It is understood the New Entry Labourers' will be given a training program before being referred to any Employer for work.

Cement Masons

Employees finishing cement shall be paid a premium of one dollar and twenty-five cents ($1.25) per hour over the base rate.

Refractory (Firebrick) Tenders

Employees tending refractory (firebrick) masons will receive a premium of forty ($0.40) cents per hour over the base rate.

Masonry (Redbrick) Tenders

Employees tending (redbrick) masons will receive a premium of twenty-five ($0.25) cents per hour over the base rate.

Working Foremen

A working foreman shall receive a minimum of one dollar and fifty cents ($1.50) per hour above the basic labourers' rate.

Travelling Expenses

The following is defined as the Metropolitan Area for the purpose of this Agreement:

The area bounded by a line from the south shore of Lake Ontario in a southerly direction on No. 50 side road (west of Winona) to No. 20 Highway, westerly on No. 20 Highway to No. 53 Highway, along No. 53 Highway to No. 52 Highway, northerly on No. 52 Highway to No. 5 Highway, easterly on No. 5 to the Burlington-Oakville town line, and southerly on the said town line to Lake Ontario.

When an employee is required to work beyond the Metropolitan Area as defined in above, he shall receive a travelling allowance at the rate of twenty-six ($0.26) cents per kilometer each way. Effective May 1, 1991 this amount shall increase to twenty-eight ($0.28) cents per kilometer each way. The number of miles in question will be based on the distance from the boundary of the Metropolitan Area to the job site.

PLASTERS' APPENDIX

The conditions in the appendix apply only to those contractors engaged in the plastering trade which includes such work as the taping of drywall, the application of sprayed asbestos, gypsum or liquid materials for the purpose of fire-proofing, and the application of all sprayed plaster textured materials applied to drywall, block and concrete. These conditions supersede any conflicting clauses in the Master Agreement or Hamilton Local Union Schedule.

Wage Rates

Employees engaged in the plastering trade shall be paid a premium of two dollars ($2.00) per hour over the base rate shown in the Hamilton Local Union Schedule plus all other contributions and deductions as shown in the Hamilton Local Union schedule.

Foremen

Whenever more than four plasterers or tapers are employed on one job, a foreman shall be provided. Such men shall receive one dollar and fifty cents ($1.50) per hour additional pay.

Travelling Expenses

Employees required to use their own vehicle will be paid thirty cents ($0.30) per mile outside the free zone.

Apprentices

1st year - 50%
2nd year - 60%
3rd year - 70%
4th year - 85%

E(i)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 1 5 1990

DATE: 1990 November 12

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: PROCEDURE FOR APPROVAL OF THE 1990 BUDGET TRANSFERS AND OVERDRAFTS FOR THE BALANCE OF DECEMBER 1990 AFTER THE CITY COUNCIL MEETING OF DECEMBER 11, 1990.

RECOMMENDATION:

That the Chief Administrative Officer and the Treasurer be authorized to approve current budget transfers and overdrafts for the balance of December following the December 11, 1990 Council meeting, provided that a list of all such transactions is compiled for the approval of the appropriate Standing Committee and/or City Council in early 1991.

E. C. Matthews, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

In order that the City finances can proceed in an orderly fashion for the balance of December after the Council meeting, it is being requested that the Chief Administrative Officer and the Treasurer be authorized to approve over-budget items on the understanding that such information would be formally approved by the appropriate Standing Committee and/or City Council.

E(ii)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 16

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: FINANCING THE INCREASED COST OF $19,999.27 FOR CITY'S SHARE FOR THE CONSTRUCTION OF SIDEWALKS ON UPPER PARADISE ROAD BETWEEN STONE CHURCH ROAD AND LUNNER AVENUE

RECOMMENDATION:

That Section 9(a) of the 23rd Report of the Finance and Administration Committee adopted by Council October 9, 1990 be rescinded and replaced by the following:

That the City Solicitor be authorized to make application for the increased City's cost by $19,999.37 from the previous $33,900.51 to the Ontario Municipal Board for approval to construct independent concrete sidewalks on Upper Paradise Road between Stone Church Road and Lunner Avenue at an estimated cost of owner's share of $86,325.12, as well as City's share of $53,899.88 revised from $33,900.51, by the issuance of debentures totalling $140,225.00 (revised from previous total of $120,225.63) for a period not to exceed 20 years.

E. C. Matthews, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

See above recommendation. This project is included in the 1990-1994 Capital Budget as part of Project No. 026.1, City's share and Project No. 117.1, Owner's share to commence in 1990.

BACKGROUND:

Please note that the allocation of City's share and owner's share were redistributed.

The increased cost of this item was approved under Section 10(a) of the 13th Report of the Transport and Environment Committee adopted by Council October 9, 1990.

c.c. Mr. T. Gill, Acting Commissioner of Engineering
Ms. T. Agnello, Secretary Transport and Environment Committee
Ms. P. Noé Johnson, City Solicitor

E(iii)

CITY OF HAMILTON

- INFORMATION -

DATE: 1990 November 16

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: STATUS OF HOSTING, RECEPTIONS AND RELATED ACCOUNTS AS AT OCTOBER 31, 1990

BACKGROUND:

Attached are the following analyses of accounts related to hostings and receptions as at October 31, 1990.

	Spent and Committed	Budget	Balance
Hosting of Conferences - Municipal Subject Content	$29,047	$ 35,000	$ 5,953
Special Civic Receptions and Delegation Hosting	43,862	48,000	4,138
Receptions - City Hall	7,491	8,000	509
Civic Pins, Medals and Rings	14,424	11,000	(3,424)
Use of City Hall - Outside Group	2,849	3,660	811
TOTAL	$97,673	$105,660	$ 7,987

These accounts are forwarded to this Committee on a monthly basis for the information of the members.

In addition, the following accounts also relate to hosting expenditures:

	Spent and Committed	Budget	Balance
Legislative Budget - Mementos Account	$39,331	$40,000	$ 669
Reserve for Special Events (Including International Hosting)	47,615	Reserve	-
TOTAL	$86,996	$40,000	$ -

E. C. Matthews

c.c. Alderman T. Murray, Alderman, Ward 8

Attachs.

City of Hamilton
HOSTING OF CONFERENCES WITH MUNICIPAL SUBJECT CONTENT
Account CH 55307 80040
for the period ended October 31, 1990

COUNCIL MEETING	DESCRIPTION	AMOUNT $	TOTAL $
90/02/13	Ontario Business Improvement Area Association Conference	3,570.71	
90/04/24	Purchasing Management Association of Canada, Hamilton District	5,000.00	
90/05/29	North American Dobis Users Group	700.00	
90/05/29	Ontario Building Officials Association Annual Meeting	5,000.00	
90/05/29	Institutional and Municipal Parking Congress Conference	1,850.00	
90/06/26	1990 Canadian Museum Association Conference	1,126.68	
90/06/26	The Ontario Plumbing Inspectors' Association	2,000.00	
90/10/09	Non-Profit Housing Conference	7,700.00	
	Total Actual Expended to Date		26,947.39
	ADD: Commitments		
90/05/29	National Safety Conference	500.00	
90/05/29	Institutional and Municipal Parking Congress Conference	1,600.00	
	Total Committed		2,100.00
	Adjusted Total		29,047.39
	LESS: Appropriation		35,000.00
	SURPLUS (DEFICIT)		5,952.61

City of Hamilton
SPECIAL CIVIC RECEPTIONS AND DELEGATION HOSTING
Account CH 55314 84010
for the period ended October 31, 1990

COUNCIL MEETING	DESCRIPTION	AMOUNT $	TOTAL $
89/11/28	Civic Reception for C.F.L. Board of Directors, Media and Local Officials	5,901.19	
89/07/25	Memorial Cup Championship	20,000.00	
90/03/13	Arts & Cities Ontario Caucus	858.34	
90/03/13	Choralfest '90 Concert	2,727.00	
90/03/13	Challenges for International Broadcasting Conferences	1,054.07	
90/03/13	Civic Reception for Senior Management of the Credit Union for the 50th Anniversary	821.85	
90/03/27	Civic Banquet for the Ontario Bantam Hockey Championship	4,500.00	
90/03/27	Civic Reception for the performers, dignitaries and special guests of the 16th Annual Hamilton International Air Show	4,500.00	
90/05/29	Civic Reception in conjunction with the Board of the Hamilton Philharmonic Orchestra for Boris Brott	800.00	
	Civic Reception for the Mayor from the Ukraine	1,699.59	
	Adjusted Total Actual Expended to Date		42,862.04
	ADD: Commitments		
90/09/25	1991 Fit Trek	1,000.00	
	Total Committed		1,000.00
	Adjusted Total		43,862.04
	LESS: Appropriation		48,000.00
	SURPLUS (DEFICIT)		4,137.96

City of Hamilton
RECEPTIONS - CITY HALL
Account CH 55313 84010
for the period ended October 31, 1990

DATE	DESCRIPTION	AMOUNT $
90/02/23	Visit of the Honourable Greg Sorbara	50.76
90/02/28	Proclamation-Single Parent Week	21.38
90/02/28	Visit of Jamaican Consul General	30.24
90/02/16	Meeting with Mr. Myrnick	14.04
90/02/16	Visit of the Honourable Shirley Martin	53.46
90/02/16	Visit of D. Vivian & J. Awad at Sheraton	50.87
90/02/16	Press Conference-Lily Munro	65.07
90/02/16	Proclamation-National Non-Smoking Week	130.46
90/02/16	Meeting Re: St. Joseph's Hospital	21.06
90/02/16	Proclamation-Ukrainian Canadian Independence	445.50
90/02/16	H.P.O. Meeting	17.01
90/02/16	I.O.D.E. Proclamation	48.06
90/03/23	Proclamation-Kidney Foundation Month	10.80
90/03/23	Proclamation-International Food Service Week	8.10
90/03/23	Visit of the Honourable John Corbiel	9.72
90/03/23	Visit of Mr. Bob Wong	29.97
90/03/23	Soviet Visitors	26.73
90/03/23	A&B Catering	80.00
90/03/30	Reception-Boy Scouts from St. Giles	4.54
90/03/30	Reception for Doris Skorpid	88.83
90/04/13	Dutch Culture & Heritage Meeting	14.04
90/04/20	Arts & the Cities - Mayor's Reception	119.88
90/04/20	Civic Ceremony	109.62
90/04/20	Reception for R.H.L.I. Cadets from England	62.91
90/04/20	Science Day Proclamation	51.30
90/04/20	School Children - Mayor's Reception	22.68
90/05/04	The Honourable Doug Lewis	39.15
90/05/04	Meeting with CUPE re: day of mourning	21.87
90/05/04	Interview with editor of Hamilton Journal	10.85
90/05/08	Day of Mourning Ceremony	1,261.66
90/05/08	Proclamation-M. S. Carnation Month	43.52
90/05/08	Proclamation-Schizophrenia Awareness Week	16.79
90/05/17	Proclamation-Catholic Women's League Week	75.27
90/05/17	Mayor's Office-various	61.77
90/05/25	Press Conference-"Just Phone" Committee of Inquiry	96.28
90/05/23	Visit of School Children	25.92
90/05/25	Media Reception	53.46
90/05/24	Visit of Korean Consul General	8.64
90/05/23	Dutch Culture Feasibility Study	21.06
90/06/12	Meeting with Board of Education Officials	19.60
90/06/12	Proclamation-St. Peter's Hospital Week	21.38
90/06/12	Boy Scouts/Girl Guides	22.46
90/06/26	Proclamation-Philippine Day	291.60
90/06/26	Proclamation-Shiela Copps Day	264.60

City of Hamilton
RECEPTIONS - CITY HALL
Account CH 55313 84010
for the period ended October 31, 1990

DATE	DESCRIPTION	AMOUNT $
90/06/26	Proclamation-Management Week	27.37
90/06/26	Meeting with members of Provincial Legislature	370.17
90/07/05	Proclamation - "JUST SAY NO" Week	19.98
90/07/30	Ukrainian Guests	28.72
90/07/30	Ward 3 Citizens for Citizenship Meeting	8.42
90/08/03	Aldermen	12.96
90/08/09	Visit of IOC Delegation	21.87
90/08/14	Proclamation Re: Nagasaki Day	151.20
90/08/21	Press Conference-Mayor of Flint	35.10
90/08/21	Reception-Bernice Price & Neighbours	28.08
90/08/21	Japanese Delegation	27.00
90/08/21	Don Eperson's 90th Birthday	21.06
90/08/21	Red Birds Press Conference	10.53
90/08/28	Korean Delegation	43.30
90/09/06	Reception-Alderman John Smith	535.11
90/09/06	Reception-Hamilton Students for Wilfred Laurier	223.02
90/09/06	Visiting Students from Italy	90.18
90/09/06	Press Conference	35.64
90/09/06	Arts and the Cities Meetings	12.96
90/09/28	Reception for Foggia Delegation	385.56
90/09/28	Shinerama Proclamation	64.74
90/10/02	Reception for Alderman David Christopherson	627.16
90/10/02	Flowers for Alderman Christopherson Reception	68.58
90/10/02	Royal Canadian Legion Proclamation	26.73
90/10/02	Delegation from Fukiyama, Japan	191.86
90/10/16	Welcome for Italian Veterans Group	251.64
90/10/16	UNICEF - World Summit Day for Children	168.48
90/10/16	MWE Meeting with Mr. McGhir	28.35
90/10/16	Visit to Hamilton of Mayor Karen George	28.30
	Total Actual Expended to Date	7,490.92
	LESS: Appropriation	8,000.00
	SURPLUS (DEFICIT)	509.08

City of Hamilton
CIVIC PINS, MEDALS AND RINGS
Account CH 56126 84010
for the period ended October 31, 1990

REFERENCE NUMBER	DESCRIPTION	AMOUNT $
104522	10K Man's Ring	4,310.13
104522	10K Man's Ring and Box	2,286.69
104522	5PT 'C' Diamond and Genuine Ruby Ring	167.40
104228	5PT 'C' Diamond and Genuine Ruby Ring	255.96
Various	City Clerk's Civic Awards	(870.73)
110217	10K Man's Ring	3,828.66
110217	10K Man's Ring with box	386.10
Various	Canusa Games Civic Awards	(316.17)
113758	10K Man's Ring	326.43
116548	Genuine Ruby in White Collet	45.90
118244	10K Lady's Civic Ring	597.03
119873	Civic Champ Rings/Lady's Champ Rings	3,173.68
120174	10k Man's Civic Ring	233.01
	Total Actual Expended to Date	14,424.09
	Less: Appropriation	11,000.00
	SURPLUS (DEFICIT)	(3,424.09)

City of Hamilton
USE OF CITY HALL-OUTSIDE GROUPS
Account CH 55222 10034
for the period ended October 31, 1990

REFERENCE NUMBER	DATE	DESCRIPTION	AMOUNT $
JV01031	90/01/31	Ukranian Proclamation-Overtime for M. Langille	99.64
JV03043	90/03/02	Special Meeting-Overtime for S. Vickers	185.70
JV04099	90/04/11	Overtime payment for Property Maintenance staff	55.71
JV04293	90/04/27	Earth Day-Overtime for M. Langille	198.08
JV05068	90/05/09	Overtime payment for Property Maintenance staff	501.39
JV05249	90/05/25	Boy Scouts Parade-Overtime for M. Langille	185.70
JV06056	90/06/08	Veterans Day Parade-Overtime for M. Langille	129.99
JV06130	90/06/12	Erect/dismantle reviewing stand-Boy Scout Parade	579.50
JV06257	90/06/22	Veterans Day Parade-Overtime for M. Langille	105.23
JV10130	90/10/15	Erect/dismantle reviewing stand-Labour Day Parade	733.18
JV10253	90/10/25	Overtime payment for Property Maintenance staff	75.02
		Total Actual Expended to Date	2,849.14
		LESS: Appropriation	3,660.00
		SURPLUS (DEFICIT)	810.86

E(iv)

CITY OF HAMILTON

— INFORMATION —

DATE: 1990 November 16

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: STATUS OF UNCLASSIFIED REVENUE AND EXPENDITURES
AS AT OCTOBER 31, 1990

BACKGROUND:

Attached are the analyses of the Unclassified Revenue account and the Unclassified Expenditures account as at October 31, 1990.

These accounts are forwarded to this Committee on a monthly basis for the information of the members.

E. C. Matthews

Attach.

CITY OF HAMILTON
TREASURY

UNCLASSIFIED REVENUE
AS AT OCTOBER 31, 1990

CENTRE NUMBER:CH 24201
Appropriation: $ 70,000.00

COMMISSIONS:	
Bell Telephone	10,323.69
SALES:	
Photcopier Reveune	361.25
MISCELLANEOUS:	
Witness Fees	757.87
Sales Tax	97.98
Scrap Metal	984.05
Absences-Local 167	316.62
Cheques Written Off/Reinstated	9,076.66
Federal Excise Tax	10,370.59
OMERS Refunds	86.24
Abandon. Agree.- Robinsons	29,358.07
Fee-Canada Savings Bonds	1,380.00
Vending Machine Revenue-Washrooms	1,710.00
Total Revenue To Date	64,823.02
Less: Appropriation	70,000.00
	(5,176.98)

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT OCTOBER 31, 1990

Centre Number: CH 24210
Appropriation: $ 75,000.00

LUNCHEONS, DINNERS, SANDWICHES, COFFEES, ETC.

City Council	2,906.82
Executive Committee	84.44
Transport and Environment Committee	1,910.08
Keep Hamilton Clean Committee	299.80
Parks and Recreation	2,355.87
Crystal Palace Subcommittee	459.85
Golf Subcommittee	404.76
Hamilton Historical Board	3,537.22
Citizen Advisory	814.95
Waterfront Park Subcommittee	76.90
Planning and Development	3,199.27
Committee of Adjustment	790.65
C.A.I.P. Subcommittee	104.22
Downtown Action Plan	182.52
Non-Profit Housing	982.88
Hamilton Housing Corp	111.71
Legislation Committee	668.03
License Subcommittee	2,545.62
Farmers Market Subcommittee	255.04
French Subcommittee	549.06
Non Smoking Subcommittee	18.95
2nd Level Lodging Home	28.02
Taxi Force Sub-Committee	1,349.49
Insurance Advisory Subcommittee	134.17
Personnel Committee	20.79
Property Standards-Subcommittee	68.76
Finance and Administration Committee	7,988.80
Mundialization Committee	677.79
Football Hall of Fame	1,414.44
Canusa Games Committee	1,413.92
Civic Charity Committee	315.45
Management Team	497.56
Hamilton Arts Award	2,343.07
Hamilton Philharmonic Concert Committee	358.68
Freedom of Information Committee	34.29
Black Women's Small Business	244.40

CITY OF HAMILTON
TREASURY

UNCLASSIFIED EXPENDITURES
AS AT OCTOBER 31, 1990

MISCELLANEOUS

Cashiers Over and Short	2.00
Bell Telephone - Miscellaneous	18.80
258 Beach Blvd. - Maintenance Charges	1,170.00
Flowers and Wreaths	396.94
By-Law Registration	1,983.00
Parking and Cab expenses	415.00
Hydro Charges - Road Sign	125.28
Federation of Canadian Municipalities-Board of Directors	2,467.93
Long Term Employees Gift Fund	750.00
T.H.& B. Railway Realty Taxes	1,028.39
Banner-Welcome To Hamilton	297.00
Gallery of Distinction Award	1,000.00
Luncheon-Foggia Delegation	599.13
Arts and the Cities Lunch	275.19
P.A. System - Transport and Environment	1,063.80
Corporate Challenge	1,966.47
Italian Students Delegation	564.89
Hospitality Room-CPRA Conference	499.73
Smoking Cessation Program	3,730.92
United Way	300.00
C.P.P. & U.I.C. adjustment	116.99
Arts in the Cities-C. York	194.14
Legal Fees	695.40
City Hall Open House	1,543.34
Big City Mayor's Caucus, Vancouver, B.C. - B. Janssen	1,708.50
Legal Services-Fire Dept	568.00
Donation-Phillipines Relief	1,000.00
Total Expended	63,629.11
Less: Appropriation	75,000.00
Balance - Surplus (Deficit)	11,370.89

NOTE:
The cost of hosting the Japanese delegation on October 22, 1990 was $8,280.16 (plus $550.00 for mementoes), compared with the approved amount of $8,000.00 in the council resolution. In addition, the amount, rather than being charged to this unclassified account, has been charged to the "Reserve for Special Events" account (international hosting).

K.E. AVERY
CITY CLERK

J.J. SCHATZ
DEPUTY CITY CLERK

THE CORPORATION OF THE CITY OF HAMILTON
OFFICE OF THE CITY CLERK

CITY HALL
HAMILTON, ONTARIO
L8N 3T4

TEL: 546-2700
FAX: 546-2095

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C51F31
URBAN/MUNICIPAL
1990

URBAN MUNICIPAL
GOVERNMENT DOCUMENTS

NOTICE OF MEETING

FINANCE AND ADMINISTRATION COMMITTEE
Thursday, 1990 December 06
9:30 o'clock a.m.
Room 233, City Hall

John Thompson
Secretary

AGENDA

9:30 a.m.

1. **RECOGNITION OF ACHIEVEMENT**

   Mr. Joseph Spiler, Treasury Department - Attainment of the C.M.A. Accounting Designation

2. **CONSENT AGENDA**

3. **CANADIAN COUNTRY MUSIC WEEK CONVENTION GRANT**

   Referred back by City Council

4. **CITY CLERK**

   (a) English Language Sub-Committee - Terms of Reference and Composition

   (b) City Appointments to Various Committees/Local Boards/Commissions

   (c) Licensing and Regulating of Tow Trucks

10:00 a.m. 5. **ADVISORY COMMITTEE ON VISIBLE MINORITIES**

Terms of Reference and Advertisement for Members

6. **HAMILTON STATUS OF WOMEN SUB-COMMITTEE**

Revised Terms of Reference and Guidelines

7. **TAXI ADVISORY COMMITTEE**

Class "C" Livery Vehicles

8. **ALDERMAN D. DRURY**

Bingo Halls and the Use of Recycled Paper

9. **CITY SOLICITOR**

Designation of Law Department

10:30 a.m. 10. **HAMILTON HARBOUR STRATEGY** (No Copy)

11:00 a.m. **BREAK**

11. **DELEGATIONS**

11.05 a.m. (a) Ms. Bernice Price, The Hamilton Safety Council - Request to Hang Presidents' Plaque at City Hall

11:20 a.m. (b) Mr. G. R. Purdy, Hamilton Chapter of Science for Peace - Motion of Support for a Comprehensive Nuclear Test Ban

12. **IN-CAMERA AGENDA**

12:00 noon **LUNCH**

12:30 p.m.

13. **PARKING AUTHORITY**

(a) Rental of Site for Municipal Parking
- 22 and 30 Bay Street South, plus 191 King St.

(b) Rental of Site for Municipal Parking
- Main and Hughson Streets (Carpark #59)

14. **TREASURER**

(a) Additional Treasury User Fees

(b) Unconditional Grants

(c) Revised Procedures for Monitoring and Control of Current Expenditure Accounts

(d) Revisions to Purchasing Policy

(e) Transfer of City Accounts Related to Parking Meters to the Parking Authority Accounts

(f) Capital Projects in Progress as at September 30, 1990

(g) Status of Parking Authority Current Budget (Report to Follow)

15. **CAPITAL BUDGET**

Report of the Management Team on the 1991-1995 Capital Budget

16. **NEW BUSINESS**

17. **ADJOURNMENT**

CITY OF HAMILTON

- INFORMATION -

NOV 2 - 1990

DATE: 1990 November 26

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: ACCOUNTING DESIGNATION - JOSEPH SPILER

BACKGROUND:

I would like to make this Committee aware of the recent attainment of the C.M.A. Accounting designation by one of my staff members, Mr. Joseph Spiler.

Mr. Spiler, who has obtained a B.A. in Economics at McMaster University, started with the Treasury Department in August of 1986 and has progressed through various positions in the Taxation, Payroll and Accounting sections and was part of the team which successfully installed the new financial system two years ago. He is now the Accountant for the Non-Profit (Hamilton) Housing Corporation and is responsible for the monitoring and control of funds related to the non-profit housing projects on-going in the City of Hamilton.

Mr. Spiler joins five other Treasury staff members who have attained an accounting designation and I wanted to take this opportunity to inform this Committee of his achievement.

E. C. Matthews

c.c. Mr. Joe Spiler, Accountant - Non-Profit, Treasury Department

3.

CORPORATION OF THE CITY OF HAMILTON

MEMORANDUM

****

TO:	Chairman and Members Finance and Administration Committee	YOUR FILE:	
FROM:	Mr. John Thompson, Secretary Finance & Administration Committee	OUR FILE: PHONE:	546-2747
SUBJECT:	**CANADIAN COUNTRY MUSIC WEEK CONVENTION**	DATE:	1990 November 29

Subjoined is a copy of Section 11 of the TWENTY-SIXTH Report of the Finance and Administration Committee dealing with a grant to the above organization which was referred back to the Finance and Administration Committee for further review.

11. (a) That a grant in the amount of $22 500 to be used to offset expenses associated with the President's Dinner and Citation Awards to be provided during the Canadian Country Music Week Convention to be held in the City of Hamilton at the Hamilton Convention Centre 1991 September 10 - 16, be approved.

(b) That this grant be financed from the 1991 Budget Allocation for Civic Receptions and Delegation Hosting.

(c) That, as a condition of approval, the Treasurer be authorized and directed to recover the full amount of the City's contribution from the first $22 500 profit realized from this Convention.

4(a)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 December 3

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **ENGLISH LANGUAGE SUB-COMMITTEE**

RECOMMENDATION:

(a) That, as recommended by the Alliance for the Preservation of English in Canada, Hamilton Branch, the "English Sub-Committee" the establishment of which was approved by City Council 1990 October 9, be officially recognized as the "English Language Sub-Committee".

(b) That the English Language Sub-Committee be composed of six (6) English speaking citizens of any ethnic background and one (1) Member of City Council, and that the Sub-Committee report to the Finance and Administration Committee.

(c) That the English Language Sub-Committee provide a liaison between the City of Hamilton and the English speaking community by looking into the English speaking situation with the authority to recommend solutions and means of action regarding the problems encountered by Hamilton's English speaking community.

(d) That, consistent with the current procedure respecting the selection of citizen members to various Committees and Boards of City Council, permission be granted to publish a public notice inviting applications from persons in the City's English speaking community interested in serving on the English Language Sub-Committee.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Approximately $1 500 annually to service Committee. Sufficient funding available.

BACKGROUND:

At its meeting held 1990 October 9 City Council, on the recommendation of the Finance and Administration Committee, approved of the establishment of an English Sub-Committee to represent Hamilton's English speaking community. The Finance and Administration Committee advised that it would report back to City Council on the composition and terms of reference of the new Sub-Committee.

The above recommendations are consistent with the terms of reference for the French Sub-Committee.

4(b)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 30

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **CITY APPOINTMENTS TO VARIOUS COMMITTEES/LOCAL BOARDS/COMMISSIONS**

RECOMMENDATION:

That the Finance and Administration Committee take appropriate action to fill the citizen member vacancies on the following Committees/Local Boards/Commissions:

(A) Hamilton Civic Hospitals Board of Directors
(B) Hamilton Entertainment and Convention Facilities Inc.
(C) Hamilton Hydro Electric Commission
(D) Keep Hamilton Clean Committee
(E) Property Standards Committee
(F) Hamilton Housing Company Limited

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

K.E.A.

N/A

BACKGROUND:

Attached are the letters of application for citizen appointment to the above-noted Committees/Local Boards/Commissions.

Attached

A.

A

HAMILTON CIVIC HOSPITALS
BOARD OF DIRECTORS

HAMILTON CIVIC HOSPITALS BOARD OF DIRECTORS
2 TO BE APPOINTED
(for a term to expire 1994 December 31)

COMPOSITION	MEMBERS WHOSE TERM OF OFFICE EXPIRES	TERM OF OFFICE
-Mayor or City Council Representative	City Council Appointments	
	J. McKee	1990 December 31
	N. Corfe	1990 December 31
-Regional Chairman or Regional Council Representative		
-1 City Alderman		
-1 Regional Councillor		
-President of Volunteer Association of Hamilton Civic Hospitals		
-16 Persons appointed by City Council of whom eight shall be nominated by City Council and eight shall be nominated by the the Hamilton Civic Hospitals Foundation		
-Chairman of Medical Staff Advisory Committee		
-President of Medical Staff		
-Vice-President of Medical Staff		

APPLICANTS:

*a) **R. GRAEME AITKEN,** 69 San Fernando Drive, Hamilton, L9C 2C3

*b) **RUTH BOLTON,** 466 Upper Gage Avenue, Hamilton, L8V 4J1, **(Received Late)**

*c) **ANDREA BRANDSMA-KENNEDY,** 156 Whitney Avenue, Hamilton, L8S 2G7

d) **JENNIFER L. BUCKNALL,** 915-700 Upper Kenilworth, Hamilton, L8T 4Y8

e) **NORMAN CORFE,** 1602-130 St. Joseph's Drive, Hamilton, L8N 2E7

*f) **VALERIE FRANKS,** 230 Julian Avenue, Hamilton, L8H 5S1

*g) **MICHAELENE GALAN,** 78 Gage Avenue South, Hamilton, L8M 3C9

*h) **ROY A. HOLMES,** C/o Standard Life Centre, 4th Floor, 120 King Street W, Hamilton, L8P 4V2

i) **J. R. (JACK) JONES,** 128 Laurier Avenue, Hamilton, L9C 3S6

*j) **BOB JUGOVIC,** 47 Ottawa Street North, Hamilton, L8H 3Y8

*k) **STAN JUGOVIC,** 47 Ottawa Street North, Hamilton, L8H 3Y8

*l) **LORNE KENYON,** 76 East 26th Street, Hamilton, L8V 3C4

*m) **B. LANE,** 39 Thorndale Court, Hamilton, L8S 3K3

n) **JOAN MCKEE,** 75 MacNab Street South, Hamilton, L8P 3C1

*o) **MARK MINDORFF,** 20 Cottage Avenue, Hamilton, L8P 4G4

p) **MICHAEL DALE PARAYESKI,** 35 Paisley Avenue North, Hamilton, L8S 4G5

q) **DOUG. M. ROBBINS,** 30 Leslie Drive, Stoney Creek, L8G 2R1 **(Received Late)**

r) **LAWRENCE S. WONG,** 400 Queen Street S., Hamilton, L8P 3T9

_____denotes an incumbent

*denotes a person that has applied for more than one Committee.

B.

B

HAMILTON ENTERTAINMENT
AND CONVENTION FACILITIES INC.

HAMILTON ENTERTAINMENT AND CONVENTION FACILITIES INC.

3 TO BE APPOINTED
(for a term to expire 1993 December 31)

COMPOSITION	MEMBERS WHOSE TERM OF OFFICE EXPIRES	TERM OF OFFICE
Mayor	F. Denardis	1990 December 31
7 Council Members	M. Dow	1990 December 31
9 Citizen Members (Shall not be members of Council)	M. Ryder	1990 December 31

APPLICANTS:

*a) **R. GRAEME AITKEN,** 69 San Fernando Drive, Hamilton, L9C 2C3

b) **TERRY ANDERSON,** 176 Woodhaven Place, Hamilton, L8W 3B1

c) **JOSEPH BAIARDO,** 1093 Queensdale Avenue E., Hamilton, L8T 1J6

*d) **RUTH BOLTON,** 466 Upper Gage, Hamilton, L8V 4J1 **(Received Late)**

e) **ARTHUR A. BURNS,** 403-222 Jackson Street, W., Hamilton, L8P 4S5

*f) **ROBERT V. CHARTERS,** 4-800 Upper Paradise Road, Hamilton, L9C 7H6

g) **TYRONE CHILDS,** 11 Glen Vista Drive, Suite 21, Hamilton, L8K 6M7

h) **RON COBURN,** 1610 - 200 Bay Street S., Hamilton, L8S 4S4

i) **WALTER J. COOKE,** 202 Rosepark Crescent, P.O. Box 594, Winona, L0R 2L0

j) **MICHAEL CURTIS,** 73 Larch Street, Hamilton, L8T 4P2

k) **N. DAVIDSON,** 416-150 Mohawk Road E., Hamilton, L9A 2H1

l) **FRANK DENARDIS,** 9 Daleview Court, Hamilton, L8S 3L9

m) **MARY DOW,** 558 Mountain Brow Blvd., Hamilton, L8T 1A9

n) **GEORGE ELLIOTT,** 145 Wise Court, Hamilton, L8T 2M1

o) **ROBERT ESSELMENT,** 15 Wentworth Street North, Hamilton, L8L 5T8

p) **MARTHA FERGUSON,** 687 Ferguson Road, Jerseyville, L0R1R0

q) **CAROLANN FERNANDES,** 95 Greyfriar Drive, Hamilton, L9C 4S4

*r) **G. DOUG HUTTON,** 465 Rymal Road West, Hamilton, L9B 1B7

s) **WILLIAM R. INGLEBY,** 34 Barbara Court, Hamilton, L8W 2M3

t) **JACKIE ISBESTER,** 322 Caroline Street S., Hamilton, L8P 3M1

u) **CLIVE JONES,** 230 Picton Street East, Hamilton, L8L 3W9

*v) **BOB JUGOVIC,** 47 Ottawa Street North, Hamilton, L8H 3Y8

*w) **STAN JUGOVIC,** 47 Ottawa Street North,Hamilton, L8H 3Y8

*x) **ELLISON KELLY,** 146 Manning Avenue, Hamilton, L9A 3E9

*y) **LORNE KENYON,** 76 East 26th Street, Hamilton, L8V 3C4

z) **MURRAY S. KILGOUR,** 38 Glengrove Avenue, Hamilton, L8H 1N2 **(Received Late)**

aa) **MARKE KILKIE,** 915-700 Upper Kenilworth Avenue, Hamilton, L8T 4Y8

bb) **DOROTHY LAMBERT,** 1-1255 Upper Gage, Hamilton, L8W 3C7

cc) **GORDON LIPMAN,** 719-644 Main Street West, Hamilton, L8S 1A1

dd) **MICHAEL A. MATTIOLI,** 55 McKay Road, Dundas, L9H 1H8

*ee) **MARK MINDORFF,** 20 Cottage Avenue, Hamilton, L8P 4G4

ff) **GINA MONACO,** 38 - 250 Magnolia Drive, Hamilton, L9C 6M3

gg) **MARCEL D. MONGEON,** 1110-92 King Street East, Hamilton, L8N 1A8

hh) **EVELYN L. MYRIE,** 37 Grant Avenue, Hamilton, L8N 2X4

*ii) **LESLIE J. PASIS,** 29 Huxley Avenue S., Hamilton, L8K 2P5

jj) **JACK PELECH,** 149 Main Street East, Hamilton, L8N 1G4

*kk) **MAREK J. RADOJEWSKI,** 249 East Avenue North, Hamilton, L8L 5J4

ll) **CHUCK RENAUD,** 56 Flatt Avenue, Hamilton, L8P 4N2

*mm) **DOUG M. ROBBINS,** 30 Leslie Drive, Stoney Creek, L8G 2R1 **(Received Late)**

nn) **MARVIN RYDER,** 45 - 38 Elora Drive, Hamilton, L9C 7L5

oo) **ANDY SKRYPNIAK,** 18 San Antonio Drive, Hamilton, L9C 5N1

pp) **CONNIE STEFANSON,** 2 - 187 Robinson Street, Hamilton, L8P 1Z7

qq) **TOMMY TARPOS,** 146 Strawberry Drive, Hamilton, L8E 4S2

rr) **WAYNE M. TOLTON,** 135 James Street S., Suite 105, Hamilton, L8P 2Z6

ss) **JEANNETTE K. WALKEM,** P. O. Box 983, Waterdown, L0R 2H0

_____denotes an incumbent

* denotes a person that has applied for more than one Committee

C.

C

HAMILTON HYDRO ELELCTRIC COMMISSION

HAMILTON HYDRO ELECTRIC COMMISSION

1 TO BE APPOINTED
(FOR A TERM TO EXPIRE 1993 JANUARY 10)

COMPOSITION	MEMBERS WHOSE TERM OF OFFICE EXPIRES	TERM OF OFFICE
Mayor	R. Wheeler	1991 January 10
1 Citizen Member Appointed by City Council		
1 Member Appointed by Ontario Hydro		

APPLICANTS:

*a) RUTH BOLTON, 466 Upper Gage Avenue, Hamilton, L8V 4J1 **(Received Late)**

b) HENRY BROUWER, 24 Clifton Downs Road, Hamilton, L9C 2P2

c) MALCOLM C. CLINE, 34 Cline Avenue S., Hamilton, L8S 1W7

d) JAMES M. DOW, 558 Mountain Brow Blvd., Hamilton, L8T 1A9

*e) VALERIE FRANKS, 230 Julian Avenue, Hamilton, L8H 5S1

*f) ROY A. HOLMES, Standard Life Bldg., 4th Floor, 120 King St. W., Hamilton, L8P 4V2

*g) BOB JUGOVIC, 47 Ottawa Street N., Hamilton, L8H 3Y8

*h) STAN JUGOVIC, 47 Ottawa Street N., Hamilton, L8H 3Y8

i) DONALD R. MACKENZIE, 50 Mountbatten Drive, Hamilton, L9C 3V5

*j) MARK MINDORFF, 20 Cottage Avenue, Hamilton, L8P 4G4

*k) LESLIE J. PASIS, 29 Huxley Avenue S., Hamilton, L8K 2P5

*l) DOUG M. ROBBINS, 30 Leslie Drive, Stoney Creek, L8G 2R1 **(Received Late)**

m) **REG WHEELER**, 771 Beach Blvd., Hamilton, L8H 6Y5

n) **BERNIE WOODROW,** 1057 Main Street West, Hamilton, L8S 1B7

_____ Denotes an incumbent

* Denotes a person that applied for more than one Committee

D.

D

KEEP HAMILTON CLEAN COMMITTEE

KEEP HAMILTON CLEAN COMMITTEE
4 TO BE APPOINTED
(FOR A TERM TO EXPIRE 1993 DECEMBER 31)

COMPOSITION	MEMBERS WHOSE TERM OF OFFICE EXPIRES	TERM OF OFFICE
1 Member of City Council	J. Evans	1990 December 31
	B. MacLeod	1990 December 31
	B. Walton	1990 December 31
10 Citizen Members	K. Whyte	1990 December 31

APPLICANTS:

*a) **R. GRAEME AITKEN,** 69 San Fernando Drive, Hamilton, L9C 2C3

b) **WAYNE AUBERT,** 610-123 Charlton Avenue East, Hamilton, L8N 3W3 **(Received Late)**

*c) **STAN BAKER,** 317 Queensdale Avenue East, Hamilton, L9A 1L3

*d) **RUTH BOLTON,** 466 Upper Gage, Hamilton, L8V 4J1 **(Received Late)**

*e) **ROBERT V. CHARTERS,** 4-800 Upper Paradise Road, Hamilton, L9C 7H6

f) **JANE EVANS,** 183 Victoria Avenue North, Hamilton, L8L 5E9

g) **MARY HUDON-STROUD,** 31 Cliff Avenue, Hamilton, L8V 2S1

h) **BARBARA MACLEOD,** 111 Tragina Avenue South, Hamilton, L8K 2Z7

*i) **DOUG M. ROBBINS,** 30 Leslie Drive, Stoney Creek, L8G 2R1 **(Received Late)**

j) **MRS. RUSS,** 58 Garrow Drive, Hamilton, L9C 2X3

k) **KAREN WHYTE,** 205 Hunter Street West, Hamilton, L8P 1R8

_____ denotes an incumbent

* denotes a person that has applied to more than one Committee

E.

E

PROPERTY STANDARDS COMMITTEE

PROPERTY STANDARDS COMMITTEE

1 TO BE APPOINTED
(for a term to expire 1993 November 30)

COMPOSITION	MEMBERS WHOSE TERM OF OFFICE EXPIRES	TERM OF OFFICE
3 Ratepayers of the City of Hamilton	F. JONGELING	1990 November 30

NOTE: APPLICANTS SHALL BE RATEPAYERS OF THE CITY OF HAMILTON

APPLICANTS:

*a) **DAVID BELAND,** 182 St. Clair Blvd., Hamilton, L8M 2N9

*b) **RUTH BOLT0N,** 466 Upper Gage, Hamilton, L8V 4J1 **(Received Late)**

c) **LOIS BROWN,** 206 Maplewood Avenue, Hamilton, L8M 1X8

d) **PETER DUGUAY,** 15 Elm Street, Hamilton, L8M 1Y2

e) **MARK FRANKIEWICZ,** (No address or telephone number given) **(Received Late)**

*f) **MICHAELENE GALAN,** 78 Gage Avenue S., Hamilton, L8M 3C9

*g) **ROY HOLMES,** 120 King Street West, 4th Floor, Hamilton, L8P 4V2

h) **FELICE MARTINELLO,** 89 Connaught Avenue S., Hamilton, L8M 3C4

*i) **MARK MINDORFF,** 20 Cottage Avenue, Hamilton, L8P 4G4

*j) **DOUG M. ROBBINS,** 238 James Street North, M.P.O. Box 247, Hamilton, L8N 3C8 **(Received Late)**

*denotes a person that has applied to more than one Committee

F

HAMILTON HOUSING COMPANY LIMITED

HAMILTON HOUSING COMPANY LIMITED

1 TO BE APPOINTED

COMPOSITION	MEMBERS WHOSE TERM OF OFFICE EXPIRES	TERM OF OFFICE
2 Council Members	W. Galdenzi (Resigned)	Indefinite
3 Citizen Members		

NOTE: No employees of The Corporation of the City of Hamilton may be Appointed

APPLICANTS:

*a) **R. GRAEME AITKIN,** 69 San Fernando Drive, Hamilton, L9C 2C3

b) **JAMES BELLINGHAM,** 120 Rand Street, Stoney Creek, L8J 1B1

*c) **RUTH BOLTON,** 466 Upper Gage Avenue, Hamilton, L8V 4J1 **(Received Late)**

*d) **ANDREA BRANDSMA-KENNEDY,** 156 Whitney Avenue, Hamilton, L8S 2G7

*e) **ROBERT V. CHARTERS,** 4-800 Upper Paradise Road, Hamilton, L9C 7H6

*f) **VALERIE FRANKS,** 230 Julian Avenue, Hamilton, L8H 5S1

*g) **BOB JUGOVIC,** 47 Ottawa Street North, Hamilton, L8H 3Y8

*h) **STAN JUGOVIC,** 47 Ottawa Street North, Hamilton, L8H 3Y8

*i) **ELLISON KELLY,** 146 Manning Avenue, Hamilton, L9A 3E9

j) **GARY KELLY,** 284 Alma Lane, Ancaster, L9G 2T5

*k) **DOROTHY LAMBERT,** 1-1255 Upper Gage, Hamilton, L8W 3C7

*l) **B. LANE,** 39 Thorndale Crescent, Hamilton, L8S 3K3

*m) **MARK MINDORFF,** 20 Cottage Avenue, Hamilton, L8P 4G4

*n) **MAREK J. RADOJEWSKI,** 249 East Avenue North, Hamilton, L8L 5J4

*o) **DOUG M. ROBBINS,** 30 Leslie Drive, Stoney Creek, L8G 2R1 **(Received Late)**

p) **BERTA WALTON,** 53-895 Upper Gage, Hamilton, L8V 4K7

* Denotes a person who has applied to more than one Committee

4(c)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 30

REPORT TO: Mr. J. Thompson
Secretary, Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: Licensing and Regulating of Tow-Trucks

RECOMMENDATION:

(a) That a subcommittee, composed of three members of City Council, be appointed to receive input from the Tow-Truck Industry, the Hamilton-Wentworth Regional Police and other interested groups or individuals respecting this issue at a Public Meeting to be held in January of 1991.

(b) That a draft by-law respecting the licensing and regulating of the Tow-Truck Industry be prepared for consideration at the Public Meeting.

fr. K.E.A.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Unknown at this time

BACKGROUND:

The problems being experienced within the local Tow-Truck Industry concerning "pirate" tow trucks has been an issue which has received considerable discussion by the Hamilton-Wentworth Regional Board of Commissioners of Police. The Regional Municipality of Hamilton-Wentworth have also dealt with this matter. Both Regional and City staff have had a number of meetings and have come to view the licensing of tow-trucks as a viable option to addressing this problem. A draft by-law is being prepared which will be sent to the Tow-Truck Industry so that appropriate input can be received at the Public Meeting.

5.

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 29

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mrs. Susan K. Reeder, Secretary
Sub-Committee to Review Visible
Minority Survey

SUBJECT: Composition and Advertisement for members - Advisory Committee on Visible Minorities.

RECOMMENDATION:

(a) That the following composition for the Advisory Committee on Visible Minorities be approved:

(i) Members of the Sub-Committee to Review the Visible Minority Survey consisting of:

(i) Alderman D. Agostino, Chairman
(ii) Alderman M.Kiss,
(iii) Mr. Michael Webber, Chairman of the Mayor's Race Relations Sub Committee on Commissions and Committees,
(iv) Mr. Tyrone Childs, member of the Mayor's Race Relations Committee

(ii) One representative from the Hamilton Status of Women Sub-Committee.

(iii) One representative from the Regional Advisory Committee for the Disabled.

(iv) Three members from the community at large.

(b) That the City Clerk be directed to advertise for three citizen members for the Advisory Committee in the Hamilton Spectator, Brabant and the larger ethnic newspapers.

Susan K. Reeder

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Section (i) of the approved strategies defines that the initiatives not exceed a cost of $2,000.

BACKGROUND:

City Council at its meeting held 1990 July 31st, approved strategies to improve the representation of Visible Minorities on Citizen Committees, Boards and Committees.

Section (c) of the strategies authorized the striking of an Advisory Committee with the following Terms of Reference:

(a) To encourage representation of women, persons with disabilities, native persons and racial and ethnic minorities on Civic Boards, Citizen Committees and Commissions.

(b) To integrate their activities with those of the Mayor's Race Relations Sub-Committee on Commissions and Committees.

(c) To track the flow of applications from visible minorities.

Section (j) of the strategies states:

> "That the effectiveness of the implementation of the above-noted activities be evaluated by the Finance and Administration Committee in 1992 January".

The Advisory Committee will accordingly report at that time on their activities in order that their effectiveness can be reviewed.

c.c.- Alderman Agostino, Chairman
Sub-Committee to Review Visible Minority Survey
- Alderman M. Kiss
- Mr. M. Webber
- Mr. T. Childs
- Mrs. Jayne Munroe, Human Resources
- Ms. C. Coutts, City Clerk's Office

6.

CITY OF HAMILTON

- RECOMMENDATION -

NOV 2 5 1990

DATE: 1990 November 22

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: C. J. Coutts, Secretary
Hamilton Status of Women Sub-Committee

SUBJECT: **TERMS OF REFERENCE AND GUIDELINES - HAMILTON STATUS OF WOMEN SUB-COMMITTEE**

RECOMMENDATION:

That the revised Terms of Reference and Guidelines (attached hereto as Appendices A & B) for the Hamilton Status of Women Sub-Committee be adopted.

C Coutts

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

The Terms of Reference and Guidelines for the Hamilton Status of Women Sub-Committee have not been updated since 1975 and 1983 respectively.

Attached

APPENDIX "A"

HAMILTON STATUS OF WOMEN SUB-COMMITTEE

TERMS OF REFERENCE

The Terms of Reference of the Hamilton Status of Women Sub-Committee are as follows:

That The Hamilton Status of Women Sub-Committee, appointed by City Council, act as an advisory committee of Council, reporting to City Council through the Finance and Administration Committee on matters pertaining to women and to provide input with respect to matters of municipal concern.

Changed from Legislation Committee

The Committee wishes to set for itself the following guidelines:

(a) Define, investigate, study and make recommendations to City Council on issues affecting the Status of Women of the City of Hamilton and other matters of social or municipal concern including matters referred to this Committee by City Council.

(b) Inform citizens of the City of Hamilton on issues affecting the status of women.

(c) Actively encourage women to participate in all aspects of society and support them in their life choices.

Added

(d) Maintain ongoing procedures to insure the fulfillment of our mandate.

(e) Advise citizens of the City of Hamilton of decisions made by City Council which may have an impact on the status of women, and matters of social concern including matters referred to City Council by this Committee.

APPENDIX "B"

GUIDELINES FOR THE HAMILTON STATUS OF WOMEN SUB-COMMITTEE

1. **COMMITTEE MEMBERSHIP**

Added

The Sub-Committee will be comprised of at least 15 citizens and 2 elected members of Council. Additional citizens may be appointed by City Council.

2. **CHAIRPERSON**

Changed from March

To be elected for a term of one year by the members of the Hamilton Status of Women Sub-Committee. The term will commence with the first meeting in April of each year.

Added – Rules of Order for Chairperson

The Chairperson officiates to ensure efficient conduct of business without participating in debate or voting. However, the Chairperson may exercise a deciding or casting vote. Should the Chairperson herself wish to propose a motion, she should surrender the Chair to the Vice-Chairperson (or to anyone else if the latter is not present) and she should not resume the Chair until her motion has been fully disposed of.

ORDER OF BUSINESS

Quorum - Will consist of 50% of the Sub-Committee members, plus one, in good standing.

Order of Business to be governed by Parliamentary Procedures as per Bourinot's Rules of Order.

The Chairperson is the only person who officially speaks for the Hamilton Status of Women Sub-Committee in the community, unless another member is officially deputized to speak in the Chairperson's place.

Added

In the absence of the Chairperson, the Vice-Chairperson will officially speak for the Hamilton Status of Women Sub-Committee and in the absence of the Chairperson and Vice-Chairperson, the Past Chairperson will officially speak for the Hamilton Status of Women Sub-Committee.

The Chairperson will routinely refrain from voting on a question, unless a tie has taken place.

3. **VICE-CHAIRPERSON**

One of the two Aldermen appointed to the Sub-Committee will be elected for a one year term to correspond to that of the Chairperson.

4. **TENURE ON THE HAMILTON STATUS OF WOMEN SUB-COMMITTEE**

Tenure on the Hamilton Status of Women Sub-Committee for a member in "good standing" (*) will be for a three year period to correspond to that of the elected municipal Council. The maximum length of an appointment will be two appointments for a total of six years, unless serving as the Chairperson in their sixth year.

Added because Chairperson, after sixth year, would become the Past Chairperson on the Committee

(*) Member in "Good Standing":

Added

(a) **Attendance.** A member is expected to be an active member of the sub-committee at large and on one of the Standing Committees.

The Chairperson will be an ex-officio member of all Committees.

If three consecutive meetings in sequence are missed without exceptional reason, the Hamilton Status of Women Sub-Committee appointment must be questioned by the Chairperson. If over 50% of meetings are missed without just cause (Committee and Standing Committee), the member would be expected to resign at the end of that year ending April 1st.

Added

Added

(b) **Responsibility.** The member must adhere to the Hamilton Status of Women Sub-Committee guidelines and Terms of Reference.

Changed from Legislation Committee

(c) **Considered acceptable** for appointment by the Finance and Administration Committee and Council.

5. POSITION DESCRIPTIONS

(i) CHAIRPERSON

To represent the Sub-Committee in the community and must be the only spokesperson for the Sub-Committee, unless another member is deputized.

Prepares the Agenda while working with the Sub-Committee Secretary and Executive Committee and is responsible for the day-to-day business of the Sub-Committee.

Changed from "On a Monthly Basis"

The Chairperson will call regular meetings of the Executive Committee as necessary.

General Duties of a Chairperson

1. Plan Agenda
2. Work closely with Executive Committee
3. Open and close meetings.
4. Give rulings on points of order.
5. Guide discussion and ensure that motions are moved and seconded.

(ii) VICE CHAIRPERSON

Changed from Legislation Committee

Will be part of the Executive Committee and will be ready to deputize for the Chairperson and report to the Finance and Administration Committee whenever necessary.

(iii) PAST CHAIRPERSON

Added

Will be part of the Executive Committee and will be Nominating Chairperson for the Executive Committee elections and will be ready to deputize for the Vice-Chairperson. The Nominating Committee will consist of the Nominating Chairperson and two volunteer members of the Sub-Committee. The Past Chairperson must be a member in good standing of the Sub-Committee.

If the Past Chairperson is not able to fulfil the responsibility of Nominating Chairperson for the Executive Committee elections, the Executive Committee will appoint a member from the Advisory Committee to act as Nominating Chairperson.

(iv) **EXECUTIVE COMMITTEE**

Will Consist of the Chairperson, the Past Chairperson, the Vice-Chairperson, the Standing Committee Chairpersons and an Executive Member at Large. The Executive Committee will meet on a regular basis as necessary. The Recording Secretary will attend and take minutes of Executive Committee meetings.

Added at Alderman Jackson's Request

The Executive Committee will strive to streamline the Agenda material and provide the necessary research data so that the Sub-Committee as a whole has the necessary information base needed for an educated judgement. All decisions must be brought to the Hamilton Status of Women Sub-Committee, and when expediency is a factor, the Chairperson shall call an emergency meeting of the full Sub-Committee.

Deleted "that the Executive Committee is empowered to act on behalf of the full Committee but that every reasonable effort be made to telephone members of the Sub-Committee prior to the Executive Committee taking action to ensure approval of a majority of the Sub-Committee"

(v) **STANDING COMMITTEES**

The Standing Committee Chairpersons will be elected by the Sub-Committee and will hold office for one year, hold regular meetings, and will report to the Executive Committee on call and to the full Sub-Committee each month.

Added to ensure accountability

Each member is expected to be on one of the existing Standing Committees which meets monthly except the Chairperson who is an ex-officio member on all Committees.

Added

Added to encourage participation from Community at large

Standing Committees may extend their membership to include volunteer members from the community. These members will be non-voting members of the Hamilton Status of Women Sub-Committee.

Added to ensure accountability

Written reports will be presented to the Status of Women Sub-Committee on a quarterly basis. (June/September/December/ March)

6. **STANDING COMMITTEES FOR THE HAMILTON STATUS OF WOMEN SUB-COMMITTEE**

New Committee to replace Women in the Workplace Committee"

City Hall Awareness Committee (Standing Committee)

- To act on information from the Executive Committee
- Members of this Committee will be responsible to review the agenda and minutes of City Hall Standing Committees and bring forward issues which may have an impact on the status of women in Hamilton.

New Committee to replace "Women in Society Committee"

Community Outreach Committee (Standing Committee)

- To provide information to the citizens of Hamilton on decisions made by the City which may have an impact on the status of women
- To establish close liaisons and networking with organizations whose objectives are to promote the status of women in Hamilton
- To facilitate the process whereby an open dialogue is encouraged with the community and the Hamilton Status of Women Sub-Committee

Dinner Committee (Standing Committee)

- To plan and coordinate the Women of the Year Banquet

7.

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 December 3

REPORT TO: Mr. J. Thompson
Secretary, Finance & Administration Committee

FROM: Mrs. S. Glover
Secretary, Taxi Advisory Committee

SUBJECT: Class "C" Livery Vehicles

RECOMMENDATION:

a) That the term for which Class "C" Livery Vehicle Licences are issued covering 1991 be limited to the period from January 1, 1991 to June 28, 1991, in contemplation of eliminating this class of licence.

b) That the 1991 Licence Fee respecting Class "C" Livery Vehicle Licences be reduced to reflect the reduced term of the licence.

c) That a subcommittee of the Finance and Administration Committee, composed of three members of City Council, be requested to hold a Public Meeting early in 1991 to receive input from the local School Boards, Taxicab Brokers, Owners and Drivers, Livery Vehicle Drivers and members of the general public on the elimination of the Class "C" Livery Vehicles.

d) That the Licence Division be authorized to send special notice, along with the 1991 Notice to Renew Licence, to all Livery Vehicle Owners of City Council's intention to eliminate this class of licence.

e) That the City Solicitor be authorized and directed to prepare a by-law to amend By-law 89-249 (Taxicabs and Livery Vehicles) to reflect the foregoing for submission to City Council concurrently with the recommendations.

Stella Glover

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

1) A reduction in the 1991 General Licence Fees of $4,600.00

2) A reduction in the amount of inspection and enforcement time of Class "C" livery inspections by Licence Inspectors

BACKGROUND:

The Taxi Advisory Committee at its meeting of 1990, November 30, adopted the foregoing recommendations with regard to Class "C" Livery Vehicles.

As members of the Finance and Administration Committee may recall, on 1989, October 31, the City of Hamilton By-law 89-249, regulating Taxicabs and Livery Vehicles, was approved. This provided for the creation of three distinct classes of Livery Licences:

(a) Class A: Transportation by Limousine
(b) Class B: Transportation of the Disabled
(c) Class C: Transportation of Students to and from School

Before the adoption of this By-law, these three services were carried out under one general livery licence classification.

Since the mid-1980s, livery vehicles have been used by the Taxi Brokerages for school transportation; prior to this time, only taxicabs were employed. The sole purpose of By-law 89-249 was to provide a mechanism to control the number of Class "C" Livery Vehicles within the Taxi Industry transporting school children and adults to and from school. The creation of the Class "A" and Class "B" Livery Vehicles was necessary so that the problems identified with the "school" liveries could be isolated without adversely affecting the other types of services.

Members of the Finance and Administration Committee may also recall that at that same time an additional twenty-five (25) Taxi Owner licences were also authorized. The twenty-five (25) taxi cab licences were approved partially in response to a need to provide better taxicab service in the community particularly during evenings and weekends. It was also anticipated that a large increase in the issuance of Taxi Owner licences would lessen the need for as many Class "C" Liveries as the demand for livery vehicles providing school transportation would be reduced. However, this did not happen.

With the issue of 21 new taxi plates (4 additional Taxi Owner plates still to be issued) for an industry total of 321 taxicabs, complaints about the lack of taxi service have been greatly reduced. The present decline in the local economy and the large number of livery vehicles operating from the Taxi Brokerages are having an adverse affect on the Taxi Industry.

It should be noted that for the 1990-1991 school year, fifty (50) Class "C" Livery Vehicle Licences have been issued for school transportation. These are in addition to the many

taxicabs also being used to provide school transportation services.

While there is no limit on the number of Class "C" Licences, their issuance is dependent upon the number of school children being transported to and from school and the Livery Vehicle Owner must provide the names and addresses of all students being transported.

Although Class "C" Liveries are prohibited from engaging in any other types of service other than providing school transportation, members of the Taxi Industry have complained to enforcement personnel that a number of these liveries are engaging in prohibited services such as parcel deliveries. These other services are a breach of the By-law. Although Licence Inspectors have not been able to lay charges, staff is of the opinion that the By-law is being abused.

The process of awarding school contracts is based on the total number of taxicabs operating out of each Taxi Brokerage. The local Boards of Education then advise each Taxi Brokerage of the number of persons for which it will be providing transportation. Taxi Brokerages, in turn, request that Taxicab Owners provide their vehicles for school transportation.

There has never been a sufficient number of Taxicab Owners who are willing to provide this school transportation. For some owners the reasons are financial; others are unwilling to transport school children or passengers with special needs. As a result, it is necessary for the Taxi Brokerages to employ livery vehicles which are either operated by independent Taxi Owners or themselves.

It has been difficult in the past and will continue to be a complex problem in the future to justify any requests for the issuance of additional Taxicab Owner licences for this community. It is the opinion of Licensing Staff, that as long as Class "C" Liveries continue to operate within the Taxi Industry and perform traditional taxicab business, there cannot be a proper analysis of the appropriate number of taxicabs required for the City of Hamilton. These livery vehicles will continue to be an enforcement problem and adversely affect the health of the Taxi Industry.

Licensing Staff is aware of the fact that many Livery Vehicle drivers provide a dedicated and specialized service to many school children. The majority of these drivers are part-time employees only. On many occasions, they are required to wait with the children until the parents or guardians appear. There has also been some concern expressed by a number of parents who prefer their children, particularly those of a younger age, be driven only by specific drivers. It is also worth noting that livery vehicles often have cleaner interiors than taxicabs, which is a concern of many parents.

It is recognized that Taxi Cab Owners and Drivers can only be expected to become involved in school transportation if it is financially viable. Adequate compensation is necessary to ensure that Taxicab Drivers provide the same quality of service that the School Boards and parents rely upon. On the other hand, if livery vehicles are eliminated and too few Taxicab Owners and drivers are unwilling to provide this special service, the Taxi Industry could be in danger of losing the entire school contract to other transportation

companies.

Licensing Staff expressed concern that, notwithstanding the transportation service concerns, enforcement problems and the downturn in the economy, the financial viability of the City's 321 taxicabs has been undermined and the situation has become acute.

It was the view of Licensing Staff that development of a program which would meet the needs of all interested parties would be necessary.

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 90-

To Amend By-law No. 89-249 Respecting:

TAXI-CABS AND LIVERY VEHICLES

WHEREAS Section 227 of the Municipal Act, R.S.O. 1980, c. 302, as amended, provides for the regulation and licensing of vehicles for hire;

AND WHEREAS the Council of The Corporation of the City of Hamilton passed By-law No. 79-323 on the 27th day of November 1979 to establish the City of Hamilton Licensing Code, 1979;

AND WHEREAS the Council of The Corporation of the City of Hamilton, passed By-law No. 89-249 on the 29th day of August 1989 to amend and consolidate Schedules 4 and 4a to Licensing By-law No. 79-323 respecting taxi-cabs and livery vehicles, which has been subsequently amended in By-law No. 89-316, By-law No. 90-256, By-law No. 90-318, and By-law No. 90-338;

AND WHEREAS Schedule 4a established "Class C" livery vehicles for the transportation of students by passenger automobile under contract with school boards, and provided for the regulation and licensing thereof;

AND WHEREAS the Council of The Corporation of the City of Hamilton wishes to consider the possibility of incorporating the activity carried on by Class C livery vehicles into another class of license, and ceasing to issue Class C livery licenses;

AND WHEREAS to provide time to hold a public meeting and consider the matter, and to allow for the possible cancellation of Class C licenses during the period when schools are not operating, the Council deems it advisable to amend Schedule 4a, to provide an expiry date of June 28th, 1991 for Class C livery vehicle owner's licenses, and to reduce the license fee accordingly, which provisions will be subsequently amended depending on the decision of the Council;

AND WHEREAS the Council of The Corporation of the City of Hamilton in adopting Item of the Report of the Finance and Administration Committee at its meeting held on the 6th day of December 1990 directed that By-law No. 89-249 be amended, as hereinafter provided;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. Sub-section 5(3) of Schedule 4a to Licensing By-law No. 79-323, as enacted by section 2 of By-law No. 89-249 is hereby amended by adding thereto, immediately following paragraph (c) thereof, the following paragraph:

> "(d) A Class C livery vehicle owner's license shall expire no later than June 28, 1991, and such licenses shall state the date of expiry on the face of the license."

2. Section 16 of Schedule 4a to Licensing By-law 79-323, as enacted by section 2 of By-law No. 89-249, and as amended by subsection 6(2) of By-law No. 89-347, and by subsection 6(2) of By-law No. 90-318, is hereby repealed, and the following substituted therefor:

> "16. The license fees for a license granted under this Schedule shall be as follows:
>
> 1. For issuance or renewal of a livery vehicle owner's license of Class A or B $184.00;
>
> 2. For issuance or renewal of a livery vehicle owner's license of Class C .....$ 92.00;

3. For issuance or renewal of a livery vehicle driver's license, ...$ 27.00.

3. In all other respects, the provisions of Schedules 4 and 4a to Licensing By-law No. 79-323, as enacted by By-law No. 89-249, and as amended, are hereby confirmed without change.

4. This by-law comes into force and effect on the date of its passing and enactment.

PASSED this day of A.D. 1990.

City Clerk Mayor

CITY COUNCIL
HAMILTON, CANADA

ALDERMAN BRIAN HINKLEY

8.

Alderman Don Drury

71 MAIN STREET WEST L8N 3T4 • (416) 546-2730 • RES. (416) 545-7077 – WARD 3

Memorandum

****

TO: Chairman and Members of
The Finance & Administration Cttee.

YOUR FILE:

FROM: Mr. Don Drury
Alderman, Ward 3

OUR FILE:
PHONE: (416) 526-2730

SUBJECT: **Bingo Halls and the Use of Recycled Paper**

DATE: 1990 November 23

BACKGROUND

Through my involvement with various charities I have had an excellent opportunity to view and participate in the holding of bingo games to raise money for worthwhile causes. During my attendance at bingo halls to participate in the holding of bingo games, I have noticed 2 matters which I feel are of sufficient importance to bring to the attention of my fellow Aldermen for your consideration:

(a) The high level intensity of Environmental Tobacco Smoke (E.T.S.) is of sufficient concern that I feel that the Health Department should be monitoring the air quality within bingo halls on a constant basis. I am therefore requesting that the City of Hamilton pass a resolution to request the Regional Municipality of Hamilton-Wentworth Health Department to carry out a program to monitor the amount of smoke in the air and that steps be taken to reduce this pollutant considerably. (For example, use of outside ventilation, smoke eaters).

(b) There is a tremendous amount of paper being generated through the sale of bingo cards to the patrons. Currently there does not exist an opportunity for the bingo hall operators to collect and have this paper recycled. Currently the Regional Municipality of Hamilton-Wentworth is considering steps to collect this type of waste which is generated by commercial activity. The next best thing I believe, is to demand that the bingo industry use recycled paper in the bingo cards. Therefore I am proposing that the City of Hamilton amend the by-law covering bingo games to require the use of recycled paper by January 1, 1992 in all bingo halls licensed by the City of Hamilton.

9.

CITY OF HAMILTON

- RECOMMENDATION -

NOV 1 2 1990

DATE: 1990 November 12

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Ms. P. Noé Johnson
City Solicitor

SUBJECT: Designation of Law Department

RECOMMENDATION: That the designation "Law Department" be adopted and circulated to all City departments for uniform reference.

P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND: This report has been prepared to address the current situation whereby this department is consistently referred to internally with a variety of titles eg. City Solicitors Department/ Solicitors Department/ Law Department/ Legal Department/ Office the City Solicitor.

DISCUSSION: Confusion exists within this department, (and other civic departments), on the proper title of the department providing legal services to the Corporation of the City of Hamilton in general.

Apparently prior to the mid 1960's, the department was called "Legal Department". This designation was changed in the late 1960's early 1970's to the "City Solicitor's Department" or shortened to "Solicitor's Department". It is unclear whether this change was adopted formally by Council.

On November 7, 1990, at a General Session of this department, it was concurred in that a uniform, acceptable designation be recommended to the Finance and Administration Committee and Council. The general consensus was the designation "Law Department". This choice reflects the following concerns:

(1) ease of use/ reference on the telephone as an identifier;
(2) supporting the corporate law function and recognizing the team effort;
(3) distinction from internal division entitled "Legal Services";and
(4) abolishing reference to an individual's appointed Office.

It is requested that the designation of "Law Department" or an alternate, preferable to Committee or Council, be implemented uniformly by all civic departments.

cc John Thompson for Finance & Administration Committee-please invite him to Committee
(From Mayor Morrow - November 29, 1990)

11(b)

McMaster University
Faculty of Engineering

Hamilton, Ontario, Canada L8S 4L7
(416) 525-9140, Extension 4288
Telex: 061 8347
Fax: (416) 577-9099

11:20 a.m.

Innovation in Education
Excellence in Research
Quality of Student Life

November 21, 1990

The Honorable Robert Morrow
Mayor
City of Hamilton
HAMILTON, Ontario

Dear Mayor Morrow,

I write of behalf of the Hamilton Chapter of Science for Peace to ask that you consider bringing before Hamilton City Council a motion of support for a comprehensive nuclear test ban. A motion approved by Ottawa City Council on June 7, 1990 is reproduced below:

"Whereas negotiation of a comprehensive nuclear weapons test ban is the single most important step which could now be taken to prevent nuclear war, as well as to create a political climate favourable for further multilateral disarmament agreements, and

Whereas the City of Ottawa expects the Government of Canada to provide the leadership of a nation committed to peace;

Therefore be it resolved that Ottawa City Council urge the federal government to actively support negotiations for a comprehensive nuclear weapons test ban in every appropriate international forum, including the United Nations and the Conference on Disarmament."

We believe that this matter is of sufficient interest and importance to warrant action by all concerned citizens. If you think it appropriate, I would be pleased to meet with you to discuss the background to the proposal. I enclose a pamphlet describing Science for Peace, and its recent actions.

Thank you for your attention to this urgent matter.

Yours sincerely,

G.R. Purdy

GRP:p
1580

Board of Directors (in addition to the above)

Prof. Robert Bell, Physics, McGill U.
Prof. Donald Betts, Dean of Arts and Science, Dalhousie U.
Prof. Myer Bloom, Physics, U.B.C.
Prof. Henry Cooperstock, Sociology, U. of Toronto
Phyllis Creighton, Board of Directors, Project Ploughshares
Prof. Veronica Dahl, Computing and AI, Simon Fraser U.
Prof. Chandler Davis, Mathematics, U. Toronto
Prof. Philip Ehrensaft, Political Science, UQaM
Prof. Margaret Fulton, Education, Simon Fraser U.
Prof. James Gardner, Geography, U. Waterloo
Prof. L. Terrell Gardner, Mathematics, U. Toronto
Prof. Ann Gower, Physics, U. Victoria
Prof. Helga Guderley, Biology, U. de Laval
Prof. Brian Hayden, Architecture, Simon Fraser U.
Prof. Geoffrey Hoffman, Immunology, U.B.C.
Prof. J.M. Jenkins, A&S Program Director, McMaster U.
Prof. Margarida Krause, Biology, U.N.B.
Prof. Michael Lanphier, Sociology, York U.
Prof. Paul H. LeBlond, Oceanography, U.B.C.
Joanne Miller, Board of Directors, CIIPS
Prof. Angelo Mingarelli, Mathematics, U. Ottawa
Prof. Peter Nicholls, Biology, Brock U.
Prof. David Parnas, Computer Science, Queen's U.
Prof. Michael Pearson, Physics, U. de Montreal
Prof. Gary Purdy, Materials Science, McMaster U.
Prof. Cam Robinson, Chemical Engineering, U. Waterloo
Prof. David Roulston, Electrical Engineering, U. Waterloo
Norman Rubin, Energy Probe
Prof. Luis Sobrino, Physics, U.B.C.
Prof. Michael Steinitz, Physics, St. Francis Xavier U.
Prof. Gerhard Stroink, Physics, Dalhousie U.
Prof. Lynn Trainor, Physics, U. Toronto
Prof. Israel Unger, Chemistry, U.N.B.
Prof. John Valleau, Chemistry, U. Toronto
Prof. Michael Wallace, Political Science, U.B.C.
Prof. Philip Wallace, Physics, McGill U.
Prof. Alan Weatherley, Biology, U. Toronto
Robena Weatherley, Biology
Dr. Vera Webb, Microbiology, U.B.C.
Prof. Francis Weil, Fac. des Sciences Générales, U. de Moncton
Prof. Janet Wood, Biochemistry, U. Guelph



Science for Peace

University College, University of Toronto,
Toronto, Ontario M5S 1A1
(416) 978-3606

Origins and Focus

Science for Peace is a Canadian organization which brings together those interested in the natural and social sciences in order to address the global crises facing humankind. Science has too often contributed to military technology and environmental destruction, instead of measures to preserve our world and enhance human life. The members of Science for Peace oppose the misuse of science and dedicate their expertise and influence to fostering peace, justice and the health of the planet.

Science for Peace is actively involved in peace research and similar educational projects. We are concerned with preventing mass military destruction whether by accident or design, and also with averting global starvation, poverty, and environmental catastrophes.

Founded in 1981, Science for Peace has approximately 500 members, including Canada's two Nobel laureates, Gerhard Herzberg and John Polanyi, as well as a structure of local chapters from British Columbia to the Maritimes. A regular Bulletin keeps our members informed on issues and activities.

Science for Peace is registered as a Charitable Organization. It is also a registered Non-Governmental Organization (NGO) at the United Nations, and is unique among the "scientific" NGOs in having disarmament and peace issues as its main concern.

Advisory Activities

At the United Nations' 3rd Special Session on Disarmament, the Science for Peace brief was chosen, from among those of over 200 NGO's, for oral presentation to the General Assembly (sitting as Committee of the Whole). It made specific recommendations concerning cessation of weapons testing and avoidance of the placement of nuclear-triggered X-ray lasers in space, as well as proposing a United Nations Verification Unit to monitor agreements.

Members of Science for Peace are regularly invited to meetings of the Consultative Group on Arms Control and Disarma-

ment, a useful periodic meeting convened by the Canadian Ambassador for Disarmament.

In addition, we have made formal representations to various government committees, for example:

- to the InterDepartmental Committee on Space and to the House of Commons Standing Committee on Research, Science and Technology, on satellite surveillance proposals;
- to the Joint Parliamentary Committee on Canada's International Relations, on the scientific credibility and strategic implications of the Strategic Defense Initiative;
- to the same Joint Committee, presenting a brief on the External Affairs Green Paper "Competitiveness and Security."

The *Science for Peace International Network* (SPIN) was launched in 1985, and now includes some 40 like-minded organizations in many countries in both East and West. The objective is exchange of literature among such organizations and the dissemination of resource materials.

Conferences and Workshops

Among the many issue-oriented meetings organized by Science for Peace have been three major international conferences which were funded largely by the Canadian Institute for International Peace and Security (CIIPS) and/or the Department of External Affairs.

i) *The International Conference on Arctic Co-operation* (1988, Toronto) brought together experts from all of the circumpolar nations, including representatives of the indigenous peoples. Taking a broad perspective, it treated ecological and social co-operation as aspects of peaceful security just as important as the direct resistance of militarization. The proceedings are to be published.

ii) *The Risk of Accidental Nuclear War* (1986, Vancouver) concerned the possibility of a nuclear war's arising from political miscalculation, a mistaken belief that one was under attack, or a breakdown in an automated warning or weapons system. The participants and speakers were from Canada, France, New Zealand, the United Kingdom, the United States and the U.S.S.R. The participants found the danger to be substantial and increasing, and outlined some possible steps to reduce the danger. A brief Report was published by CIIPS, and the papers were published in *Peace Research,* Vol. X.

iii) *European Security Requirements and the MBFR Talks* (1985,

of the Cold War are perceived by many as rendering obsolete such undertakings as peace research and peace education. Many foundations have radically reduced their funding of peace-related projects.

Science for Peace sees not only the need to persist in pressing for effective, binding disarmament agreements, but also the need to broaden its concerns to deal with questions on the environment and our economic arrangements which must be solved if peace is to prevail. At a weekend retreat in November, 1989, Science for Peace members selected for immediate action a list of five projects reflecting these wider concerns:

- Economic conversion of military industries
- Nonlinear systems modelling of international structures
- The relation between militarism and the environment
- Study group on international comprehensive security systems
- A search for political and economic structures that would permit a sustainable planet

Present members are invited and new members sought to become active in one (or more!) of these challenging group efforts. Write or phone for full information.

1989/90 Directory

National Executive:

Prof. Anthony Arrott, *President*, Physics, Simon Fraser U.
Prof. George Spiegelman, *Vice-President*, Microbiology, U.B.C.
Prof. Robert Russell, *Secretary*, Mathematics & Computer Science, Simon Fraser U.
Prof. James G. Foulks, *Treasurer*, Pharmacology, U.B.C. (ret.)

Past Presidents:

Ambassador and Chancellor Dr. George Ignatieff (1986-1988, then Honorary President until his death).
Prof. Anatol Rapoport (1984-1986)
Prof. Eric Fawcett (1981-1984)

Program Directors:

Mr. Walter Dorn, United Nations Representative, Chemistry, U. Toronto
Prof. Derek Paul, Publications, Physics, U. Toronto
Prof. Eric Fawcett, Science for Peace International Network, Physics, U. Toronto

similarly funded and directed by Derek Paul. It surveyed and catalogued all current radioactive air monitoring practices and instrumentation in Ontario.

"Directory of Canadian Scientific Expertise: Peace and Security Aspects" collects names and addresses of Canadian scientists with expertise in 59 relevant subject areas; funded by CIIPS and carried out by Walter Dorn.

"The Strategic Defence Initiative: A Critical Overview" reports a study of the scientific credibility of SDI and its strategic implications; the report was prepared by several members of the British Columbia Chapter, and a paper on the subject appeared in *Physics in Canada* (November 1985).

"The Cruise Missile: A Canadian Perspective" again by the British Columbia Chapter is a study of the technical nature of the missiles and their significance (1983).

Publications

Science for Peace regards publication as an important part of its task, and maintains a standing committee in this regard.

One major objective is the publication of the proceedings of our major conferences and workshops. At present, a book on the *International Conference on Co-operation in the Arctic* is being edited by Franklyn Griffiths, while another on the *Accidental Nuclear War 1989 Pugwash Workshop* is in press. A book on the MBFR Conference, entitled *Defending Europe* (1986) received wide circulation. Some of the notable lectures from the *Forum on Peace and Justice* were collected in a book titled "The Name of the Chamber was Peace" (1988).

In 1988, Science for Peace launched a new series of paperbacks (editor, Derek Paul, published in co-operation with Samuel Stevens Publishers), under the series title *Canadian Papers in Peace Studies.* Four of these have appeared already.

Militarism and the Quality of Life by Alex C. Michalos (1989)

Understanding War by John McMurtry (1989)

The Arctic as an International Political Region by Franklyn Griffiths (1988)

The Study of Conflict by Anatol Rapoport (1988).

The Science for Peace Bulletin, which appears quarterly, publishes news of the organization's activities, notices of conferences, media news, book reviews, letters to the editor, editorial material, etc. Papers and research reports by Science for Peace members are also distributed from the Science for Peace Office.

New Directions

Current events such as the INF Treaty and the declared end

Toronto) brought together experts from many European countries and the U.S.A. and U.S.S.R. It has proved very timely as a major impetus to the current moves toward "common security." The proceedings were published by Taylor and Francis.

In April 1989 two timely meetings on the *Control of Chemical and Biological Weapons* were convened in Toronto; one was a Public Forum, the other an Experts' Workshop. Both technical and political aspects of the problem were discussed, with the help of experts from Europe, the U.S.S.R. and the United States. The proceedings will be published by CIIPS.

Noteworthy as well is the development of work on satellite and other surveillance for peace-promoting ends. Science for Peace convened a *Workshop on Peace-Keeping Satellites* in 1986. Recommendations resulting from this workshop were made to two Parliamentary Committees, and may well have played a major role in the funding of the Radarsat Project and in planning of the new Canadian Space Agency. The Workshop also led other groups (Veterans Against Nuclear Arms, Lawyers for Social Responsibility, Engineers for Nuclear Disarmament, World Federalists, Group of 78, Peace Research Institute and Voice of Women) to join with Science for Peace in forming an ongoing Working Group on International Surveillance and Verification, chaired by Walter Dorn of the Science for Peace Toronto Chapter. This Group has had several meetings, including another major workshop in 1987, and initiated the Chemical and Biological Weapons meetings held in April 1989.

On a broader level, Science for Peace also undertook responsibility for organizing an appropriate part of the *Global Conference on Ethical Choice in the Age of Pervasive Technology* held in October 1989 in Guelph, namely a *Workshop on Technology and Ethical Choice in International Peace and Security.*

Education and Research

Blumenfeld Fund

Hans Blumenfeld, the celebrated city planner and peace activist (who was Science for Peace's only honorary life member), instituted a Peace Fund in memory of his brother Franz, killed in World War I. Before his untimely death at 96, Hans transferred the endowment to Science for Peace. The income is used to offer financial support to imaginative projects in peace education or research; Science for Peace has funded seven such projects since becoming custodian of the Fund in 1987.

Public Lectures

The weekly *Science for Peace Public Lectures* in Toronto were inaugurated in May 1981, soon after the birth of the organization; they have continued almost without interruption, thanks especially to the efforts of the Founding President, Eric Fawcett. Recently seven other peace organizations have joined with us to co-sponsor the lectures, now titled *Forum on Peace and Justice.* The mandate of the Forum has correspondingly broadened: expert and distinguished speakers address the global problems of tyranny, poverty and environmental degradation, as well as the scourge of war.

For the weekend of Remembrance Day, 1989, the Forum organized an imaginative project: a conference of scientists, writers, philosophers, artists, activists, futurists, attempting to invent positive "future histories" which describe plausible and feasible means of turning today's impending or existing global disasters into fruitful new ecological balances — physical, social, psychological, political, economic. Because this occasion was so stimulating, Science for Peace intends to be involved in further such arts-and-sciences events in the future.

University College (University of Toronto) joins with Science for Peace in co-presenting several *University College Lectures in Peace Studies* each year. These form part of the Forum series, but draw a wider audience by choosing high-profile lecturers. For example, the 1988/89 roster of seven included Robert McClure, the famous Canadian medical missionary to China, and Mme. Thérèse Paquet-Savigny, Undersecretary-General for Public Information, United Nations.

Education Projects

From the beginning, Science for Peace has taken initiatives aimed at incorporation of Peace Education in the academic context.

The campaign for the Chair of Peace Studies at the University of Toronto was initiated by a group of members of Science for Peace, as was the associated Programme in Peace Studies at University College. A second such Programme at Erindale College (University of Toronto) has just been organized through the efforts of members there.

To encourage the creation of peace studies programmes at other Canadian universities, Science for Peace convened the first Canadian Inter-University Seminar on Peace Studies (York University, 1983) attracting scholars from as far as Whitehorse and Halifax, and has participated in the organization of sequels

at Brock University (1984) and Laval (1989).

Specific post-secondary peace education projects include:

- Members of the B.C. Chapter offered at the University of British Columbia in 1987/88 a course, also available on videocassette, entitled *Nuclear War: Political and Scientific Issues;*
- Science for Peace Toronto in 1984/85 offered through the University of Toronto School of Continuing Studies a course titled *Nuclear War: Facts and Implications;*
- Al Banner of the Ottawa Chapter prepared a 70-page resource text for science courses on the subject of *Nuclear Winter.*

At the secondary school level, Science for Peace has offered for several years a *Peace from Science Award* at the National School Science Fair for the best student project concerning a peace-promoting role for science. The prize is a trip to the United Nations.

We have also been active in support of peace education in the public secondary schools in Toronto and elsewhere, through cooperation with the Boards of Education on the design of seminars on the need for such activity and the generation and propagation of relevant teaching materials. More directly, many of our members make themselves available to speak or take part in debate in school classes and forums.

Research Studies

Most of the research by members relevant to the goals of Science for Peace is carried out and published by them privately, with the encouragement and assistance of fellow members; such work is announced in our Bulletin and reprints are usually available through our office.

There has also been a number of projects under direct Science for Peace auspices, including the following:

"Peace-Keeping Satellites: The Case for International Surveillance and Verification," a substantial review of surveillance satellite systems and their prospects, was funded by CIIPS and carried out by Walter Dorn. It was published as two consecutive numbers of *Peace Research Reviews* (Vol. X, Nos. 5 & 6, 1987).

"Environmental and Agricultural Consequences of a Major Nuclear Power Plant Accident" (1987) was a project funded by the Ontario Nuclear Safety Review and directed by Tom Hutchinson.

"Radioactive Air Monitoring: A Survey of Ontario" (1987) was

CHAIRMAN
THOMAS D ADAMSON

MEMBERS:
ALDERMAN VINCE AGRO
ALDERMAN JOHN GALLAGHER

THE PARKING AUTHORITY OF THE CITY OF HAMILTON

PETER G. BAKER
GENERAL MANAGER

13(a)

TELEPHONE: (416) 523-PARK
FAX: (416) 523-0878

80 MAIN STREET WEST, HAMILTON, ONTARIO L8P 1H6

CONFIDENTIAL AGENDA

RECOMMENDATION

DATE: 26 November 1990

REPORT TO: John Thompson, Secretary
Finance and Administration Committee

FROM: Peter G. Baker, General Manager
The Parking Authority of the City of Hamilton

SUBJECT: Rental of Site for Municipal Parking

RECOMMENDATION: That the City lease the lands located at 22 and 30 Bay Street South, Hamilton, plus 191 King Street West, Hamilton for the purpose of providing public parking under the management of the **Parking Authority**; at a rate of $197,000 per annum (net) for an initial one-year term to November 30, 1991 with the right to renew, subject to OMB approval, for an additional four(4)-year term.

Peter G. Baker, General Manager

FINANCIAL IMPLICATION: The subject site is the area previously occupied by Bay/King Motors. The rental receipts from the operation of this facility will cover all expenses and provide the **Parking Authority** with an operating profit of approximately $75,000 per annum. The agreement calls for the tenant to demolish two buildings on the site and to provide a share of 33 1/3% of increased gross revenues in the third, fourth, and fifth years of the agreement.

BACKGROUND: The **Parking Authority** approved this agreement at its meeting of November 22, 1990. The Authority sees the need for this facility to support the parking shortage in this area which will be compounded further with the NHL Hockey Franchise coming to the City.

CHAIRMAN
THOMAS D. ADAMSON

MEMBERS
ALDERMAN VINCE AGRO
ALDERMAN JOHN GALLAGHER

THE PARKING AUTHORITY OF THE CITY OF HAMILTON

PETER G. BAKER
GENERAL MANAGER

TELEPHONE: (416) 523-PARK
FAX: (416) 523-0878

80 MAIN STREET WEST, HAMILTON, ONTARIO L8P 1H6

13(b)

CONFIDENTIAL AGENDA

RECOMMENDATION

DATE: 27 November 1990

REPORT TO: John Thompson, Secretary
Finance and Administration Committee

FROM: Peter G. Baker, General Manager
The Parking Authority of the City of Hamilton

SUBJECT: Rental of Site for Municipal Parking

RECOMMENDATION: That the City lease back the land located at the intersection of Main and Hughson Streets, Hamilton, (Presently Municipal Carpark #59), once this parking lot becomes the property of the DeSantis Group Inc. This lease to cover the period from the closing of the sale of the land until the commencement of construction on the site. Estimated lease period from December 3 to May, 1991).

The said lease is subject to the following terms:

(1) The City and Parking Authority will remain in possession of the property subject to termination by either the City or DeSantis Group Inc. on sixty (60) days notice;

(2) DeSantis Group Inc. shall receive all gross revenues subject to the following deductions: (a) 10% of the Gross Revenue as Administration Fee to the Parking Authority; (b) all operating expenses, including labour, utilities, maintenance, insurance, realty taxes, and business taxes.

Peter G. Baker, General Manager

FINANCIAL IMPLICATION: DeSantis Group Inc. have agreed that the Parking Authority will retain 10% of the Gross Receipts from the operation of the carpark as an Administrative Fee in addition to recovering all other costs out of the Gross Revenue. This means that parking will remain available to the public on this site at no expense to the City.

BACKGROUND: The Parking Authority Board is in favour of this temporary lease because it will provide a smooth transition into the new development planned for this corner and retain its profile in the area in the interim. The Authority has also offered to assist the new owner by reviewing his designs for the parking structure he must place on the site; all of this being to the advantage of the Municipality. Like City Council, the Parking Authority is enthusiastic with the anticipated extra parking which will eventually be built on this site.

cc MS. P. NOE JOHNSON, CITY SOLICITOR
MR. D.W. VYCE, DIRECTOR OF PROPERTY

14(a)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 29

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: **ADDITIONAL TREASURY USER FEES**

RECOMMENDATION:

a) that the Treasurer be authorized to implement the following user fees for services performed by the Treasury Department, effective January 1, 1991:

		1990 Fee	1991 Fee
i)	Tax Registrations	$500.00	$525.00
ii)	Cheques returned N.S.F. on all items	-	$ 14.00

b) that these fees be increased annually for the rate of inflation rounded to the next dollar, to offset the City's administrative and processing costs in handling these items.

E. C. Matthews, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The new fees will generate approximately **$14,550** in additional revenue.

BACKGROUND:

In conjunction with the preparation of the 1991 Budget Estimates for the City of Hamilton,we have examined the existing fee for tax registrations and a new fee for cheques returned N.S.F. Attached is a schedule of proposed fees which I would recommend we consider adopting January 1, 1991.

COMMENTS:

Existing User Fees

1) Tax Registrations - The present fee of $500 per property was implemented on January 1, 1988. This charge is levied on the property at the time of the registration of the tax arrears certificate and only after every opportunity has been given to the taxpayer to make payment of the arrears. The fee is levied to offset direct disbursements such as title searches, certificates, notices, registered letters, etc., and administrative costs associated with the process. The recommended fee of $525 (a 5% increase) is within the range currently being charged by area municipalities, and based on our present activity level would generate an additional $1,250 in revenue.

2) N.S.F. Cheques - The City currently has no charge for cheques returned N.S.F. Based on a telephone survey of eleven municipalities, nine are charging an N.S.F. fee which averages to $14.00. This amount agrees with the rate charged by the Region of Hamilton-Wentworth. The proposed fee of $14.00 would generate additional revenue of $13,300 based on the present level of 950 cheques.

Attach.

14(b)

CITY OF HAMILTON

— RECOMMENDATION —

DATE: 1990 December 3

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: UNCONDITIONAL GRANTS

RECOMMENDATION:

a) That the Province of Ontario:

i) provide an increase to the City of Hamilton in unconditional grants in 1991, of, at least, the inflation level based on total grants as if inflation level increases had been received in 1988, 1989 and 1990, and, in addition,

ii) that full consideration be given to awarding a special 1991 grant equivalent to the 1988, 1989 and 1990 shortfall in grant payments equivalent to $2,544,514.

b) That the Province of Ontario, through the Ministry of Municipal Affairs, consider the following changes to the 1991 unconditional grant calculation:

i) Apply the revenue quarantee to the Resources Equalization Grant only, and, allow the General Support Grant (GSG) to increase based on the levy increase of the previous year, and,

ii) Specifically as it applies to the Resources Equalization Grant (REG):

aa) Discontinue the reduction of residential assessment of 45% and use the actual assessment as the basis of the calculation.

bb) Reduce the advantage of the fast growth municipalities and those municipalities with a large proportion of residential assessment in their total assessment by the use of a factor on the number of households used in the calculation.

cc) Consider the accuracy of the Equalization Factor used to convert base assessment to market value and consider parameters on its absolute use in the calculations.

dd) In general, reconsider what constitutes the measurement of wealth in a municipality as it relates to the calculation of this grant.

E. C. Matthews

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Obviously if a municipality is not receiving its proper share of the provincial unconditional grants pie, something should be done to address this either real or perceived inequity.

The main thrust of this report is to bring to the attention of the province that Hamilton is perceived to be a wealthy community and is therefore only receiving minimal support from the province. The main reason seems to centre around our large industrial base and on this basis alone Hamilton is perceived to be either wealthy or at least secure enough not to require more than minimal support.

BACKGROUND:

On the contrary, on a one-on-one basis with other municipalities, we are no more than average in a residential tax comparison and considerably higher than others in the non-residential tax side. In this rather simplistic example, Hamilton should not be considered wealthy but worthy of more grant support.

As requested by the members of the Finance and Administration Committee at the budget overview meeting held Tuesday November 6, 1990, I outline below the main features driving the unconditional grant calculations which for the City of Hamilton are divided into two grants, the General Support Grant (GSG) and the Resource Equalization Grant (REG).

Other unconditional grants for which Hamilton is not eligible, because of geography and because Hamilton is an area municipality in a region, are as follows:

1. Northern Ontario Special Support Grant;
2. General per Household Grant, and
3. Police per Household Grant.

A. <u>General Support Grant (GSG)</u>

Of the two grants this is the easiest to explain. The Province provides the same percentage to all municipalities which in the year 1990 was 6.25%. The levy of the municipality is then multiplied by this percentage, which in our case was $106,973,756, and this produced the grant itself amounting to $6,578,886.

I have no quarrel relating to either the principle or the mechanics of calculation of this grant.

BACKGROUND: - continued

B. Resource Equalization Grant (REG)

The principle and the mechanics of calculation of this grant are where the Province exercise control of the grant money to municipalities. As is the situation with the GSG calculation, it boils down to multiplying a percentage by the levy of the municipality. The main issue here is the mechanism used to calculate the percentage.

For perceived wealthy municipalities this percentage works out to zero as was the fate of Hamilton the last two years. **In other words, the grant entitlement for REG the last two years has been zero, whereas for many years the City received substantial sums from this grant source.** Rather than giving the municipalities affected a decrease in the combined grant entitlement that is, GSG and REG, the province has inserted a "revenue guarantee" to assure an entitlement of at least equal to the total grants received in 1988. In our case the total in 1988 was $11,895,092 and the amount was flatlined for both the years 1989 and 1990. Note: all unconditional grants were frozen by the Province in 1989.

C. Why is the REG Zero for the City of Hamilton?

As stated this grant is based on perceived wealth by the province for this city.

1. 45% Discount of Residential Assessment

We are penalized because we have a substantial non-residential assessment base. The residential assessment is discounted by 45% in the calculation and this discount principle favours a municipality with a large residential component because the smaller the total assessment figure that is ultimately divided by the total households the better off it will be. In other words, the larger the non-residential component compared to other municipalities, the more wealthy the municipality is perceived to be. If this was the case, our residential taxpayers would be getting a real bargain compared to other municipalities and this is simply not true, although we are far from being the worst of the lot.

In addition, we are constantly being told our non-residential rate is too high and business is going elsewhere because of this fact. These are not the signs of a wealthy community. We are a working man's town and in my opinion this discount should be abandoned and put Hamilton on a level playing field with everyone else.

BACKGROUND: - continued

2. Slow Growth

Another major ingredient working against Hamilton is the slow growth in households which is the number divided into the discounted assessment. The lower this number the more you get penalized. For instance, some municipalities have a household growth in the 7% range compared to our 1% (which means we are hurting). The municipality is better off if it accelerates at 7% rather than 1% because it will produce a higher number and in this game the higher the denominator being divided into the numerator (the discounted assessment) the lower the product or the answer produced and the closer the municipality is to a grant entitlement. My contention would be that the slower growth municipalities should be somehow compensated or the fast growth municipalities should somehow be discounted to even up this element in the calculations.

3. Use of Households to divide into Total Assessment - Not Equitable

Households is the number that is divided into assessment which includes non-residential assessment. In Hamilton's case a large percentage, aggravated by the fact residential assessment has been discounted.

Dividing households into non-residential assessment does not make sense. One suggestion would be to remove non-residential assessment entirely or adjust the household number by some equitable factor.

4. Accelerated Market Value relative to Households

A fourth and final element where Hamilton may be losing out is in the calculation of the **equalization factor** which is simply the factor used to translate the assessment base to market value.

In 1985 this factor for Hamilton was 11.44 and in 1989 it was 5.82 which means the market value of this community has doubled in five years which I contend is at a much faster rate than other communities for this same period. Again the perception of wealth which works against Hamilton in the calculations.

General

The whole principle behind the REG calculation, in my opinion, is calculation of wealth and if the standard calculated by Hamilton is higher than the common standard calculated by the province there is no grant entitlement. The municipality is held to the "floor" figure, 1988 GSG and REG.

BACKGROUND: - continued

D. Grants Received 1986-1990 Compared with What Should Have Been Received in this Period

For your further information, I attach a table (Exhibit "A") which shows the amount of the unconditional grants received 1986 through 1990, compared with the amount of grants we would have received if a 4.5% inflation factor had been added. You will note that the cumulative shortfall or loss to date is $2,544,514 for the years 1988, 1989 and 1990 which means we would have a larger base on which to calculate, say, a 5% increase for 1991.

E. A Word of Caution

The City of Hamilton first received a REG in 1974 receiving it along with the GSG through to 1988 and the City has been flatlined ever since.

For the information of the committee, a number of major municipalities such as Mississauga and Ottawa have never received a REG because they have never qualified. In short, our disqualification on REG is much more recent than other larger municipalities.

For instance, Mississauga has an unconditional grant base (GSG plus REG) of about one-half of Hamilton because they have never been eligible for REG. Those municipalities who have never received an REG will continue to get an increase on their unconditional grant because there is no ceiling on the GSG calculation, and, if they are now fortunate enough to receive REG they will receive a substantial share of the increase allowed municipalities by the Province.

Recommendation

1. Request to receive at least an Inflation Increase for 1991 and a Special Grant

The proposal is to request an inflation increase in 1991 and a special grant equivalent to prior years' shortfall of $2,544,514.

2. Formula Changes

Based on the present formula of provincial revenue guarantee, Hamilton will not receive an increase for many years to come. Accordingly, as a minimum, it is being proposed that a ceiling be placed on the REG only and request the province to allow at least an increase on the GSG portion. In this way Hamilton would be eligible for some increase, albeit, probably less than inflation.

In addition, changes to the REG calculation are being proposed to improve Hamilton's chances of again being eligible for the Resources Equalization Grant (REG).

Att'd

Exhibit "A"

City of Hamilton

Treasury

Year	Actual REG & GS Grants Received					Recalculation of REG & GS Grants (assuming a 4.5% annual increase from 1987-1990)					Shortfall in Grants Received
	General Support Grant	Resource Equalization Grant	Total REG & GS Grants	Increase/(Decrease) from Prior Year Amount	Increase/(Decrease) from Prior Year Percent	General Support Grant	Resource Equalization Grant	Total REG & GS Grants	Increase/(Decrease) from Prior Year Amount	Increase/(Decrease) from Prior Year Percent	
1987	$5,835,719	$5,826,136	$11,661,855	$928,211	8.65	$5,835,719	$5,826,136	$11,661,855	$928,211	8.65	
1988	$6,275,431	$5,619,661	$11,895,092	$233,237	2.00	$6,429,240	$5,757,398	$12,186,638	$524,783	4.50	($291,546)
1989	$6,275,431	$5,619,661	$11,895,092	$0	0.00	$6,718,556	$6,016,481	$12,735,037	$548,399	4.50	($839,945)
1990	$6,578,886	$5,316,206	$11,895,092	$0	0.00	$7,360,394	$5,947,720	** $13,308,114	$573,077	4.50	($1,413,022)
	$24,965,467	$22,381,664	$47,347,131	$1,161,448	2.45	$26,343,909	$23,547,734	$49,891,645	$2,574,470	5.16	($2,544,514)

** Adjusted 1990 grant base

Note: In 1989 the Province of Ontario froze the grants at 1988 levels.

1990 December 6

Exhibit "A"

City of Hamilton

Treasury

Year	Actual REG & GS Grants Received					Recalculation of REG & GS Grants (assuming a 4.5% annual increase from 1987-1990)					Shortfall in Grants Received
	General Support Grant	Resource Equalization Grant	Total REG & GS Grants	Increase/(Decrease) from Prior Year Amount	Increase/(Decrease) from Prior Year Percent	General Support Grant	Resource Equalization Grant	Total REG & GS Grants	Increase/(Decrease) from Prior Year Amount	Increase/(Decrease) from Prior Year Percent	
1987	$5,835,719	$5,826,136	$11,661,855	$928,211	8.65	$5,835,719	$5,826,136	$11,661,855	$928,211	8.65	
1988	$6,275,431	$5,619,661	$11,895,092	$233,237	2.00	$6,429,240	$5,757,398	$12,186,638	$524,783	4.50	($291,546)
1989	$6,275,431	$5,619,661	$11,895,092	$0	0.00	$6,718,556	$6,016,481	$12,735,037	$548,399	4.50	($839,945)
1990	$6,578,886	$5,316,206	$11,895,092	$0	0.00	$7,360,394	$5,947,720	** $13,308,114	$573,077	4.50	($1,413,022)
	$24,965,467	$22,381,664	$47,347,131	$1,161,448	2.45	$26,343,909	$23,547,734	$49,891,645	$2,574,470	5.16	($2,544,514)

** Adjusted 1990 grant base

Note: In 1989 the Province of Ontario froze the grants at 1988 levels.

1990 December 6

14(c)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 29 1990

DATE: 1990 November 26

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: REVISED PROCEDURES FOR MONITORING AND CONTROL OF CURRENT EXPENDITURE ACCOUNTS

RECOMMENDATION:

a) that, effective January 1, 1991, the revisions to expenditure control for the current budget as detailed on the attached Schedule A, be implemented, which in general provide:

i) that the departments control their accounts by total departmental budget (bottom line), with the exception of the Streets, Parks, Recreation, and Property Maintenance operations which will be controlled by function (e.g. Streets-Winter Control, Recreation-District Centres);

ii) that the actual expenditures, which will include under-spent and over-spent individual accounts, be reviewed and approved by the Standing Committees at the time of presentation of the departmental annual estimates;

iii) that, as a result of the above, transfers of appropriation normally made between accounts during the year will not be made, and Council will be reviewing budget amounts which will not have changed from the original estimates;

iv) for "housekeeping" amendments to the Travel and Training Courses procedures as noted on Page 2 under 3)i)a) and 3)ii);

v) for clarification of monitoring of some non-departmental accounts, as noted on Page 4, under 5)vii);

vi) for an increase in the allowable limits at each stage of approval for those expenditures not covered by the purchasing procedures or other legislation as noted on Page 4, under 6);

vii) that the standard letter to Committee with respect to paying of holdbacks be eliminated as noted on Page 4, under 7).

E. C. Matthews, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

-- The new procedures will reduce the administrative and legislative paperwork that now accompanies the "transfers" procedures.

-- Overall financial control and review will continue to be undertaken by the Treasury function, in monthly reporting to Committees on the status of revenues and expenditures beginning about the middle of the year.

BACKGROUND:

Most departmental budgets are comprised of at least 75% salaries and benefits, some as high as 90% plus, so that in many departments flexibility in spending outside of the normal operating accounts is limited, as is the opportunity for a change in service levels. Some departments with significant operating expenditures, such as Public Works, do have a basic budget and a plan to follow for accomplishments in the current year, but also should have the flexibility within their mandate to accommodate changing conditions and priorities. These precepts will not change with these revisions, and the department or the Treasurer will still be reporting to the Standing Committee and City Council in the event that there is a change in service levels as designated by City Council or a projection that the bottom line of the departmental budget will be exceeded.

The previous revision to the monitoring and control procedures was in 1981. Since then, the task of controlling the expenditures mainly on a line item basis has been centralized in the Treasury department and transfers of appropriations have been made throughout the year to cover known or potential overdrafts. It is apparent that the monitoring of accounts has become much more accessible to department heads and managers on an up-to-date basis due to the proliferation of computers which provide access to the financial system and on-line viewing of accounts with the result that the department head now has a much better idea of the status of his operations and the financial implications.

These revised procedures are intended to somewhat de-centralize the control mechanism allowing for more flexibility in spending while still maintaining an overall control (bottom line), without the administrative paperwork.

REVISED PROCEDURES FOR THE MONITORING AND CONTROL OF CURRENT ACCOUNTS OTHER THAN LOCAL BOARDS OR COMMISSIONS

PRESENT PROCEDURE	*MAXIMUM NOW*	*PROPOSED*	*WHY THE CHANGE?*
1) Additional funding to an existing account:		)	– to allow for political review of budget appropriations which will not have changed from the original approvals (with the exception of salaries/wages/benefits if contracts not settled before budget is set). e.g.; with the present practice of transferring appropriations from one a/c to another during the year, adjustments are made up or down as necessary thereby bringing them more into line as to what the "actuals" would be. Some councillors have indicated in the past that budget amounts should not change and that an explanation be given if required during budget review as to the reason for under/over-spent accounts; this proposal will accomplish that wish.
a) Dept. head	$500 transfer	)	
b) Treasurer (for dept)	$500 overdraft	)	
c) C. A. O.	– $1,000 transfer	)	
	– $1,000 overdraft	)	
d) Standing Committee	$5,000 transfer	) Provided the total budget is not exceeded, and the dept. remains within the level of service designated by City Council, then no transfers will be made; responsibility of department is bottom line or function (see item 5); dept. would explain differences in over/under-spent accounts during budget review.	
e) Finance and Administration Committee	– $5,000 overdraft	)	
	– $5,000 – Contingency	)	– to allow for adequate spending authority and control while reducing the administrative process required at the political and administrative levels. e.g.; at present control in most cases is at the line item account and a series of administrative steps must now be taken to allow overexpenditure of a particular item, affecting dept. staff, Treasury staff, Legislative staff, and Committee and Council agendas. It is proposed to significantly reduce the steps in this process.
f) City Council	– over $5,000 transfer	)	
	– over $5,000 overdraft	)	
	– over $5,000 – Contingency	)	
2) Additional funding for new/unbudgeted items		)	
a) C. A. O.	$1,000 transfer	)	
b) Standing Committee	$5,000 transfer	)	– to give depts. more flexibility in spending when adjustments must be made in operations due to changing priorities and conditions during the year. e.g.; opportunities may arise which were unforseen earlier, and it may be necessary to overspend in one area and to reduce or delay expenditures in another area to compensate. The "bottom line" responsibility approach proposed for most depts. will facilitate this process.
c) Finance and Administration Committee	$5,000 – Contingency	)	
d) City Council	over $5,000 – Contingency	)	

REVISED PROCEDURES FOR THE MONITORING AND CONTROL OF CURRENT ACCOUNTS OTHER THAN LOCAL BOARDS OR COMMISSIONS

PRESENT PROCEDURE	*PROPOSED*	*WHY THE CHANGE?*
3)i) Travel – Standing Committee approves conferences and conventions list during budget presentations	no change	
a) Standing Committees recommend to Council the attendance of any Council members at any conference or convention	add "citizen members of any committees"	to clarify status of citizen members attending conferences or conventions
b) Mayor approves attendance of C.A.O.	no change	
c) C.A.O. approves for department heads (if disapproved by C.A.O., department head may appeal to Committee)	no change	
d) C.A.O. and department head approve for staff	no change	
NOTE: –dept. head can re–schedule proposed list	no change	
–approval sought if required prior to budget	no change	
3)ii) Seminars and Training Courses		
–same procedure as for Travel except no detailed list required to be approved	as in 3)i) but only if overnight stay and/or per diem required	to clarify the handling of majority of courses taken on a daily basis
3)iii) Business Travel Expenses		
–Mayor approves for Councillors, C.A.O., and citizen members of sub–committees	no change	
–C.A.O. approves for department heads, and department heads approve for employees	no change	

REVISED PROCEDURES FOR THE MONITORING AND CONTROL OF CURRENT ACCOUNTS OTHER THAN LOCAL BOARDS OR COMMISSIONS

PRESENT PROCEDURE	*PROPOSED*	*WHY THE CHANGE?*
4) Equipment – Standing Committee approves detailed list during budget presentation	no change	
NOTE: approval must be sought if required to obtain prior to budget estimates being approved, by:		
– C.A.O. up to $1,000	)	
– Standing Committee up to $5,000	) no changes	
– Finance and Administration Committee and City Council for over $5,000	)	
	)	
5) Expenditure Account Control		
(i) –Administrative depts.–now controlled by individual account line (line by line)	department total (bottom line)	See items 1) and 2) for detailed explanation. Essentially, giving departments "bottom line" control of their accounts will reduce administrative and legislative paperwork, provide for more departmental responsibility for control and monitoring of accounts, and allow for more flexibility as conditions change.
(ii) –Administrative cost centre in Operating depts. now controlled line by line	cost centre total (total administration)	
(iii)–Operating depts. (Streets, Parks, Recreation) now controlled by function (+Property Maintenance)	no change (except Prop.Maint.by function)	
(iv) –other Operating depts. (Cemeteries, Culture, Fire, Fleet Services, Local Roads, C.U.P., City Garage, and Traffic) now controlled by cost centre	department total (bottom line)	
(v) –financial and miscellaneous accounts – now controlled by Treasurer and reported to F. & A. Committee	no change	
(vi) –Grants – now monitored and controlled by the "Grants Co-ordinator" (a Treasury employee)	no change	

REVISED PROCEDURES FOR THE MONITORING AND CONTROL OF CURRENT ACCOUNTS OTHER THAN LOCAL BOARDS OR COMMISSIONS

PRESENT PROCEDURE	*PROPOSED*	*WHY THE CHANGE?*
5) Expenditure Account Control – CONTINUED		
(vii)–all other non–departmental accounts, now controlled by Treasury and/or sub–committee secretaries	Secretary of appropriate Standing Committee to be responsible for monitoring and control.	to clarify responsibility for the following functions or sub–committees: F. & A.: Hosting and public relations accounts, HSPCA, Mundialization and Status of Women Committees. P. & D.: Municipal Non–Profit, Hamilton Housing Company, Committee of Adjustment, and Mayor's Award Program. P. & R.: Hamilton Veteran's Committee and Waterfront Project
6) All other expenditures not covered by the purchasing procedure and excluding those which Treasurer must pay, i.e., payroll, debt, utilities, taxes, etc.		
a) Department head – up to $5,000	increase to $10,000	– normal inflationary pressures over past 10 years would almost equate to double the original limit
b) Department head and C.A.O. – up to $10,000	increase to $20,000	– reduce administrative procedures and committee and council agenda items which should be routine
c) Standing Committees and Council – over $10,000	increase to $20,000+	– e.g., outside legal consultants, training courses, memberships and subscriptions, etc.
7) Holdbacks to Contractors – all go to Committee (taken on contracts worth $50,000 or more)	pay according to established procedure; no Standing Committee approval should be required	– reduce administrative procedures and committee items which should be paid in accordance with established procedures and controls

14(d)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 30

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REVISIONS TO PURCHASING POLICY

RECOMMENDATION:

a) That the reference to Director of Purchasing be changed to Manager of Purchasing

b) That the reference to Purchasing Department be changed to Purchasing Division, Treasury Department

c) That Policy #1 be amended by deleting the word "organizations" and adding "Committees of Council"

d) That the spending limits, which were approved in 1975, in Policy #3 be changed as follows:
   i) Field Purchase Order - change from $100 to $200
   ii) Issuing Purchase Orders where funds are in budget - maximum approval
      aa) Department Head and Purchasing staff - change from $101 to $201 and from $5 000 to $15 000
      bb) Department Head and CAO - change from $5 001 to $15 001 and from $15 000 to $25 000
      cc) Mayor or Chairman of Standing Committee and CAO - change from $25 000 to $50 000
      dd) Council - change from over $10 000 to over $50 000

e) That Policy #6, Exception #2 be amended by adding "and agencies that are members of the Co-operative Purchasing Group"

f) That Policy #7 be amended by adding to the first paragraph "When it is decided that the City/Region will participate in a Co-operative Purchasing tender, the policy of the agency calling the Tender/Proposal/Quotation will be followed."

g) That Policy #9 be amended to read:
Only the Purchasing Division shall dispose of declared surplus property in the most cost efficient and effective manner after approval has been received from the Chief Administrative Officer. Any useable equipment or material must be offered, first to other user Civic/Region departments and Agencies, secondly to the Area Municipalities, and then to public agencies within the Co-operative Purchasing Group. If there is still property to be disposed of it can be sold through sealed bids or public auction. If it is not sold or disposed of in any of the above, it shall be declared scrap and disposed of accordingly.

RECOMMENDATION Cont'd.

No employee or elected official shall bid on the sale of goods except those disposed of by public auction or by sealed bids.
No employee of the City, working at the auction, shall bid for any such items.

h) That Policy #13 Local Preference buying not be amended
i) That Appendix A be approved as amended. See *'s and notes
j) That the following be added to Policy #3
   i) The amounts stated are to be increased annually in accordance with the Consumers' Price Index and rounded to the nearest $1 000, except for d) i) which shall be to the nearest $100.

T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND:
In July, Council requested a review of the Purchasing Policy, in particular preference for local buying. This policy, #13, cannot be changed as per letter from the City Solicitor's office.

I have taken this opportunity to review the entire Purchasing Policy and have made the recommendations for the purposes of improving the efficiency of the system for Committees of Council and staff and saving money where possible.

The above a, b and c recommendations are based on changes reflecting Council's decisions during the past several years.

The existing spending amounts were approved by Council in July of 1975. If the Consumers' Price Index were added to these amounts, the $10 000 would be increased to $24 817 according to the index for the first five months of 1990. The Region's spending limit of $25 000 was approved in 1986. The Regional Council will be requested to increase the limits once City Council has increased the amounts. The Treasury Department has also requested these limits be increased including the process for tendering for Construction and Demolitions. Their requests are detailed in a memo dated August 6, 1990, copy attached.

BACKGROUND Cont'd.

From January until the end of September, 106 purchasing reports have been submitted to various Committees for their approval. Under the new spending limits 40 would have required approval. Our request to increase the limits is being made after taking into account the staff's time and effort required to process these reports and the concern of Committees to improve their efficiency without compromising the purchasing process or Council's input into the process. Approximately $6,600 would have been saved in advertising these tenders and 66 hours of Purchasing Staff's time. In addition to this, time would be saved for the Secretaries of the various Committees of Council.

On a regular basis I will send to Members of Council an Information Report listing the orders that have been approved under section d) ii) cc) for expenditures from $25 000 to $50 000.

A survey of other municipalities' spending limits requiring Councils' approval indicates that Hamilton should review its limits.

Region of Halton	$100 000.00
Burlington	50 000.00 (waiting for Council's approval)
Scarborough	50 000.00
Mississauga	50 000.00
Ottawa	50 000.00
Brampton	50 000.00
Cambridge	40 000.00
Kitchener	40 000.00
Oakville	40 000.00
Oshawa	25 000.00
Sarnia	25 000.00
Sudbury	25 000.00

PROCEDURES - CONSTRUCTION AND DEMOLITION CONTRACT REQUIREMENTS

A.* Projects for construction and demolition work valued up to $100 000.

a) Quotations to be invited and opened by the Manager of Purchasing
b) Purchase order only be issued
c)** Two year warranty required where directed
d)** Public Liability and Property Damage insurance required where directed
e)** Performance Surety required where directed
f) Bid Surety required where directed
g) No holdback be retained
h) Short form specifications to be used
i) The Bidders' Lists of the Purchasing Division of the City of Hamilton be updated at least annually by the placement of an advertisement in The Spectator, inviting companies and individuals who may be interested in providing work, services or materials for the City to have their name placed on the City of Hamilton's Bidders' List
j)** The prevailing rates of wages, conditions and benefits as stated in the City of Hamilton Wage Schedule as maintained by the Commissioner, Human Resources Centre, shall govern all persons employed through contracts and sub-contracts for construction and demolition projects awarded by the City. It shall be the responsibility of the Commissioner, Human Resources Centre to consider all claims made pursuant to this clause where directed.
k)** The contractor shall maintain a complete set of payroll, accounts and records relating to the project and the City Treasurer and Commissioner, Human Resources Centre may inspect such records as directed.
l) A statement of the current status from the Workers Compensation Board will be required from time to time
m)** Inspection, testing and examination of the work required by the City in the specifications shall be done at the Contractor's own expense where directed
n)** Inspection, testing and examination of the work as directed by the City, other than in the specifications, shall be done by the contractor at the city's expense unless such inspections and examinations indicate that the work is not in accordance with the specifications, in which case, such inspections, testing and examinations shall be at the expense of the contractor where directed.
o)*** The contractor and sub-contractor be required to procure at least one price from local manufacturers where possible.
p) Only licensed trucks or carters operating in accordance with City of Hamilton By-Law 79-323 shall be used.
q)**** Withdrawal of sealed quotations after stated closing time will not be allowed. Sealed quotations will not be considered unless accompanied by prescribed sureties. Sealed quotations will not be accepted for any reason after official closing time.

* Value was "under $25 000" for Part A and up to $50 000 for Part B
** The words "where directed" have been added
*** Originally read "procure tenders or prices from local manufacturers"
**** New clause

B.* Projects for construction and demolition work valued from $100 000 to $200 000.

a) Tenders to be called
b)** Formal contract to be executed where directed
c) Two year warranty required
d) Public Liability and Property Damage insurance required
e) Performance Surety required
f) A holdback will be retained where directed
g) Bid Surety required
h) Short form specifications to be used
i)** The prevailing rates of wages, conditions and benefits as stated in the City of Hamilton Wage Schedule as maintained by the Commissioner, Human Resources Centre, shall govern all persons employed through contracts and sub-contracts for construction and demolition projects awarded by the City. It shall be the responsibility of the Commissioner, Human Resources Centre to consider all claims made pursuant to this clause where directed.
j)** The contractor shall maintain a complete set of payroll, accounts and records relating to the project and the City Treasurer and Commissioner, Human Resources Centre may inspect such records where directed.
k)****Before tenders estimated to be $100 000 and over are advertised, the project is to be approved by Council
l) A statement of the current status from the Workers Compensation Board will be required from time to time
m)** Inspection, testing and examination of the work required by the City in the specifications shall be done at the Contractor's own expense where directed
n)** Inspection, testing and examination of the work as directed by the City, other than in the specifications, shall be done by the contractor at the city's expense unless such inspections and examinations indicate that the work is not in accordance with the specifications, in which case, such inspections, testing and examinations shall be at the expense of the contractor where directed.
o) The contractor shall ensure all parties under his jurisdiction are informed of all conditions of the Tender/Contract Documents.
p) During periods of extreme unemployment, the City may request the Contractor to institute a work sharing program which must be agreed upon by the contractor and the individual unions, if any.
q)*** The contractor and sub-contractor be required to procure at least one price from local manufacturers where possible.
p) Only licensed trucks or carters operating in accordance with City of Hamilton Byu-Law 79-323 shall be used.
r) Withdrawal of sealed tenders after stated closing time will not be allowed. Sealed tenders will not be considered unless accompanied by prescribed sureties. Sealed tenders will not be accepted for any reason after official closing time.
s) All sub-contractors and/or own forces are to be indicated on the list of sub-contractors or tenders may be considered an improper bid.

* Originally read "valued at $50 000 or more"
** The words "where directed" have been added
*** Originally read "procure tenders or prices from local manufacturers"
**** Originally read "$50 000"

C. Projects for construction and demolition work valued over $200 000, City Architectural specifications will be used.

The following clause has been deleted as it is no longer enforceable according to our Legal and Human Resources Departments.

> Preference to employment of skilled or common labourers, or workmen who have resided in Hamilton for at least one year will be given.

The following clause has been deleted as requested by our Treasury Department.

> No hold-back be retained for contracts under $100,000.00.

SPENDING LIMITS FOR THE PURCHASING POLICIES OF THE REGION AND CITY

		Authorization Up to Present Region	City	Inflation @ 250% since 1975	Proposed for City & Regin
Field Purchase Orders		$ 100	$ 100	$ 250	$ 200
Purchase Orders	- Staff	$10,000	$ 5,000	$12,500	$15,000
	- CAO	$15,000	$10,000	$25,000	$25,000
	- Mayor/Chairman and CAO	$25,000	Nil		$50,000
	- Council	Over $25,000	Over $10,000	$25,000	Over $50,000

Tom - re my memo to you.

Roy H.

Treasury Department

Memorandum

****

TO: Mr. I. R. Hammel
Manager of Accounting

YOUR FILE:

FROM: Mr. P. Bachand
Assistant Supervisor Accounts Payable

OUR FILE:
PHONE: (416) 526-4527

SUBJECT: CONTRACT LIMITS (ie. $50,000)

DATE: 1990 August 6

Roy, we may have spoken of this subject already and I believe I have mentioned it in previous memos but I bring it up again due to current circumstances and request perhaps a profs note from you to Tom Bradley for him to consider a recommendation to Council to have the dollar limit on city contracts raised from its present $50,000 to at least $100,000 or possibly $200,000.

The City is presently experiencing some difficulty in processing an increasing number of smaller contracts for additions, upgrading, demolition and in some cases work that really could be considered repairs and maintenance. These problems arise in several areas. The first being that I cannot release payments until the City Clerk informs me we are in possession of a duly executed contract. This means an increased period of time waiting as the City Solicitors are backlogged (aren't we all) and execution by the Clerk and Mayor whereas in reality an increasing number of projects (especially demolitions) are completed without the present amount of required paper work being finished.

A few background points:

1. The original $50,000 limit was approved by Council from the Finance Committee on February 24, 1981. No increase for inflation has been made.

2. The $50,000 limit was approved at a time when due to increased paper and procedures and limited staff it was no longer possible to do contracts for every contactor even if specified by the Mechanics Lien Act. Warranty periods to protects the city increased.

3. The holdback required when the original $50,000 was approved was 15% under the Mechanics Lien Act. This allowed for a minimum holdback to protect the City of $7,500. The City being prepared to deal with lesser amounts through direct dealings with the contractor or Warranties, Bonds, Insurance Policies etc. January 27, 1983 the new Construction Lien Act recognizing the financial hardships this holdback created reduced the holdback to 10%. This reduced the amount of holdback (and required processing) to 2/3 of which Council was prepared to deal with on a less formal basis. Presently an increase to $100,000 would only amount to a 30% increase ($2500 max) in the holdback no longer being dealt with formally.

4. There hasn't been an incident in the last 10 years that an amount of holdback has been required to be released to a sub-contractor or third party. The only real contractual/construction problems have been the City Garage (Council did not approved holdback release when requested but retained it for a 2 year period) and the DHAP which despite numerous problems, complaints and claims has still managed to see the problem worked out by the city and contractor prior to release of holdback.

5. The City's reputation must also be considered. Presently I am holding for payment a contract for demolition to Varga Brothers for about $77,000. Varga, according to Real Estate, have completed the job and have been off site for 2 weeks. I cannot pay them as Real Estate did not contact solicitor for formal contracting until several weeks ago and were told they were on a list (non-priority) of things to do. The Construction Lien Act and the definitions & penalties of Substantial Performance and Completion must be considered.

One final point is that council will only meet once in August and unless this is dealt with this month it may be several months (next year) getting dealt with as Purchasings Year End, GST and Tendering for Next year take priority.

Please advise, thanks.

cc. J. Machida, Supervisor of Accounts Payable

THE CORPORATION OF THE CITY OF HAMILTON

OFFICE OF THE CITY SOLICITOR

MEMORANDUM

****

TO: Mr. T. Bradley
Manager of Purchasing

FROM: Brian Loreto
Assistant City Solicitor

OUR FILE: 20-0.16 (2)
PHONE: 546-4639

SUBJECT: Purchasing Policy
Local Preference

DATE: September 13th, 1990

The purpose of this memorandum is to advise you of the legality of the City's proposed policy to require the inclusion of Canadian Content as well as local suppliers and labour in all City projects whenever possible or feasible. At its July 31st, 1990 meeting City Council authorized and directed staff to develop such a policy.

I have reviewed the documentation provided by you, with your memorandum of August 7th, 1990 to the City Solicitor, and thank you for the same. Not included in this documentation was the July 6th, 1984 Action Report of former City Solicitor, Mr. K.A. Rouff to the then Personnel Committee, which also addressed this issue. I have updated and augmented the research contained in this documentation.

My opinion is as follows.

A. <u>Local Labour and Suppliers</u>

At least in regard to the hiring of local labour and the purchase of goods and services from local suppliers, it is my opinion, which is supported by the above-referred-to documentation, that such local preference policy would be contrary to:

1. the Discriminatory Practices Act, R.S.O. 1980, c. 119, which prohibits discrimination in Ontario on the ground of geographical location of persons employed or engaged in business;

2. the Municipal Act, s. 112, which prohibits the granting of bonuses to any manufacturing business or other industrial or commercial enterprise;

3. s. 6 (b) of the Canadian Charter of Rights and Freedoms, which gives permanent residents the right to pursue the gaining of a livelihood in any province; and

4. s. 15 of the Charter, which, in so far as individuals are concerned, provides that they have the right to the equal protection and equal benefit of the law without discrimination.

In particular, the penalties and sanctions under the Discriminatory Practices Act are severe. As Mr. Rouff did, I will highlight the significant provisions of this Act.

1. Subsection 5 (8) -- Duty to Advise of Contravention

Every person who receives a request to engage in a discriminatory practice must report the request and the response to the request within thirty days to the Director of the Business Regulation Branch of the Ministry of Consumer and Commercial Relations. If such person fails to do so, if an individual, she or he would be guilty of an offence and liable to a fine of up to $25,000 and, if a corporation, it would be liable to a fine of up to $100,000.

2. Section 6 -- Order to Comply

Where the Director has reason to believe that a person is engaging or has engaged in a discriminatory business practice, the Director may (a) issue an Order to comply with the Act or (b) accept a written assurance of voluntary compliance from the person engaging in the discriminatory practice. If a contravention persists, the Minister of Consumer and Commercial Relations or any person who complains of injury due to the contravention may apply to the court for injunctive relief (s. 11 (1)).

3. Section 9 -- Right to Compensation

A person that incurs a loss or damage as a result of a contravention of the Act has the right to sue for compensation for the loss or damage and for punitive or exemplary damages from the person who committed the contravention.

4. Section 10 (2) -- Contracts

A provision in a contract that provides for a matter that is a discriminatory business practice is a nullity and is severable from the contract. In other words, should a contractor fail to comply with a City local preference

policy, the City would not even be able to enforce its policy against the contractor.

5. Section 16 -- Offences and Fines

Where a person knowingly fails to comply with any order of compliance or assurance of voluntary compliance or does not advise the Director of a request made to her, him or it to engage in a discriminatory business, this person is guilty of an offence and, if an individual, is liable to a fine of up to $25,000 and, if a corporation, to a fine of up to $100,000.

In addition, where a corporation is convicted, each director of the corporation and each officer, servant or agent of the corporation who was in whole or in part responsible for the conduct that gave rise to the offence is a party to the offence, unless she or he satisfies the Court that she or he did not authorize, permit or acquiesce in the offence. In other words, the members of City Council who voted in favour of such a policy may find themselves charged as parties to the offence.

Notwithstanding this, section 15 (1) of the Act empowers the Ontario Cabinet to make regulations exempting any person or class of person from any provision of this Act. I was unable to find any regulations containing such exemptions.

Related to this is subsection 6 (4) of the Canadian Charter of Rights and Freedoms, which provides that the Charter right to pursue the gaining of a livelihood in any province does not preclude any law, program or activity that has as its object the amelioration in a province of conditions of individuals in that province who are socially or economically disadvantaged if the rate of employment in that province is below the rate of employment in Canada. As long as the Discriminatory Business Practices Act is law in Ontario, a municipality would have difficulty relying on this provision to enact a policy favouring local suppliers and labour.

B. Canadian Content

In regard to the inclusion of Canadian content in all City projects, in my opinion, such inclusion would not contravene the Discriminatory Practices Act, because, according to paragraph 1 of section 3 of the Act, the Act does not apply to a discriminatory business practice engaged in accordance with a policy of the Government of Canada directed toward trade with a country other than Canada or persons in a country other than Canada or of the Government of Ontario directed toward persons in Provinces or Territories other than Ontario.

However, it may run afoul of, if not the letter, then the spirit of the Free Trade Agreement between Canada and the United States of America or of any nontariff trade barriers agreements or arrangements of the General Agreement on Trade and Tariffs to which Canada is a signatory. According to Article 1304 (2) of the Canada-U.S. Free Trade Agreement, all government purchases of a value of more than U.S. $25,000 will be open to competition between Canadian and U.S. suppliers in each other's markets, unless they are reserved for small business or excluded for reasons of national security.

Although, at present, municipal government purchases do not appear to be included in the Free Trade Agreement, as Pierre Le Francois, Secretary General, Ville de Montreal, observed at the Institute of Public Administration of Canada Conference held recently in Quebec City, municipalities cannot ignore the ever-growing pressures exercised now and over the next few years on the municipal administration as regards the transparency of all mechanisms for awarding public tenders. He pointed out that, within the framework of the Canada-U.S. Free Trade Agreement, the central governments of Canada and of the U.S. have agreed to facilitate free access to their public contracts for the companies established in each country. Moreover, discussions have already begun between the federal government and the provincial governments with respect to the same. At a later date, municipalities will have an opportunity to participate in such intergovernmental arrangements.

C. Conclusion

In conclusion, although the City does not have the legal power to develop a policy requiring the inclusion of local supplies and labour in all its projects, the City appears, at least for the time being, to have the power to develop a policy requiring the inclusion of Canadian Content.

I trust this advice will be of assistance to you.

I apologize for not providing you with this advice earlier. However, vacations, seminars, conferences and other work priorities, notably, the Windermere Basin Rehabilitation Project and the Hockey Franchise agreement, militated against an earlier response.

Finally, as you have done in the past, I would suggest that you survey other municipalities in Ontario to determine whether they have Canadian content or local suppliers or labour preference policies or both. I would also suggest that you contact the federal government to ascertain whether such Canadian content policy violates any international trade agreement or arrangement that Canada may have with another country.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

1) The Treasury "meter collection fee" account is simply an account which tracks an administrative fee to be charged to each parking lot on a per meter basis and is used in the calculation of the net transfer to the Reserve, therefore there is no actual loss of revenue by this action.

2) As the actuals are used in the calculation of the net transfer to the Reserve (as adjusted at year end), there is no financial effect on the books of either the City or Parking Authority by this action, with the exception of the correction of an imbalance of $11,750 in the 1990 estimates related to the net transfer to the Reserve.

BACKGROUND:

In an effort to simplify administrative procedures related to the bookkeeping involved in the on-street meters, and to place the associated accounts in one spot for ease of monitoring and control, staff of Parking Authority, Traffic and Treasury have met on this issue and are recommending that the budget accounts related to on-street meters, within the Treasury, Traffic and financial accounts, be transferred to the Parking Authority accounts. These accounts contain staff, equipment and supplies related to the collection and maintenance of the meters. The existing inventories will be consolidated and will be owned and under the responsibility of the Traffic Department.

The responsibility for policies and procedures related to the control of placement and removal of meters would remain under the jurisdiction of the Transport and Environment Committee of the City or the Engineering Services Committee of the Region.

The imbalance of $11,750 in the 1990 estimates related to the net transfer to the Off-Street Parking Reserve will be applied against the "Provision" account. As "actuals" and not "estimates" are used in the calculation of the net, the true net will be recorded in any case.

The accounting effect on the transfers will be as follows:

	1990 Estimate	Adjust	Transfer to Parking Authority
Parking Meter Collection - Treasury	$ 117,920	-	$ 117,920
Meter Maintenance - Traffic	139,780	-	139,780
Revenue - On-Street Meters - Traffic	(600,850)	-	(600,850)
Meter Collection Fee - Treasury	(54,940)	-	(54,940)
Provision for Off-Street Parking - Financial	386,340	11,750	398,090
	$ (11,750)	$ 11,750	$ 0

The costs will continue to be recorded in the Traffic and Treasury accounts, however these costs will be recovered from the Parking Authority accounts on a monthly basis.

I have discussed this issue with Mr. Peter Baker, Manager of the Parking Authority, and Mr. Murray Main, Director of Traffic Services, and they are in agreement with this proposal.

c.c. Ms. T. Agnello, Secretary, Transport and Environment Committee
Mr. P. G. Baker, General Manager, Hamilton Parking Authority
Mr. M. F. Main, P. Eng., Director of Traffic Services

14(f)

FOR ACTION

DATE: 1990 November 29

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: CAPITAL PROJECTS IN PROGRESS AS AT SEPTEMBER 30, 1990

RECOMMENDATION:

(a) That the Summary of Capital Projects in Progress as at September 30, 1990 be approved and forwarded to City Council for their information.

(b) That the following projects are being removed from this Status Report because they have been satisfactorily completed and, will be deleted from our records as at December 31, 1990:

No. (1)	Description (2)	Gross Cost (3)
32	New Computer Workstations	$ 75,000
34	Replacement of Rink Slab and Boards - Mountain Arena	496,000
41	H.S.P.C.A. Capital Grant	282,000
320	Sir Winston Churchill Centre - Filtration System	150,000
367	Sackville Hill Park - Pave Parking Lot	60,000
383	Bow Valley Creek - Alterations	60,000

(c) That the following previously approved projects, which have not been proceeded with for various reasons, be cancelled and deleted from the status report:

No. (1)	Description (2)	Gross Cost (3)
2	Ceramic Belting Replacement and Window Repair - City Hall	$ 40,000
45	Major Upgrading of City Hall - Needs Study	100,000
213	Parking Authority - John/Rebecca Decking	2,600,000
215	Parking Authority - King William/Mary Decking	100,000

E. C. Matthews, Treasurer

FINANCIAL IMPLICATIONS: *(IF NONE, STATE N/A)*

See above recommendations.

BACKGROUND:

I enclose a ten-page summary on the status of the 117 Capital Projects as at September 30, 1990, along with supporting information for those projects which are either not on the construction or budget target (or both) as indicated in columns (8) and (9).

Please note in column (4) that any project that has an asterisk indicates that the finish date has been changed by the Department Head since the last reporting to this Committee. The former date can be referenced by the Item No. in your three-ring binder.

Encls.

c.c. Mr. Lou Sage, Chief Administrative Officer
Management Team

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No. (1)	Project Description (2)	Month/Year of Project Start (3)	Month/Year of Project Finish (4)	Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target? Yes or No Timing (8)	Is the Project on Target? Yes or No Budget (9)	Centre Number (10)
(1-50)	**General Administration**								
2	Ceramic Belting Replacement and Window Repair - City Hall	01/85	being reviewed	40	-	40	No	No	CF 328541002
9	Data Base and Fourth Generation Language	09/86	12/90	550	330	220	Yes	Yes	CF 258651002
10	Handicapped Access to Recreational Buildings	09/86	12/90	100	6	94	No	Yes	CF 708641003
11	Energy Conservation Projects	05/86	12/90*	50	39	11	Yes	Yes	CF 328641001
17	Computer Software Project - 1987 Allocation	08/87	12/90	100	80	20	Yes	Yes	CF 258751002
25	Computer Software Project - 1988 Allocation	11/88	12/92	125	-	125	Yes	Yes	CF 258851002
27	Computer Environment Improvements	11/88	12/90	50	3	47	Yes	Yes	CF 258851001
32	New Computer Workstations	05/89	Completed*	75	75	-	Yes	Yes	CF 258951001
33	Computer Software Project - 1989 Allocation	01/90	1991	150	-	150	Yes	Yes	CF 259051015
34	Replacement of Rink Slabs and Boards - Mountain Arena	11/89	Completed*	496	476	20	Yes	Yes	CF 318941014
35	Energy Conservation Project	11/89	1991	50	-	50	Yes	Yes	CF 318941016
36	Major Maintenance Civic Buildings - 1990 Allocation	05/90	12/90	250	-	250	Yes	Yes	CF 319041003

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No. (1)	Project Description (2)	Month/Year of Project Start (3)	Month/Year of Project Finish (4)	Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target? Yes or No Timing (8)	Is the Project on Target? Yes or No Budget (9)	Centre Number (10)
(1-50)	**General Administration**-Ctd.								
37	Computer Software Project - 1990 Allocation	03/90	12/90	125	-	125	Yes	Yes	CF 259051013
38	Accommodation Requirements - Legal Department	11/90	05/91	175	-	175	Yes	Yes	CF 319041004
39	Hamilton Housing Company - Macassa Park Apts. - Replace Heating and Electrical System	1990	1990	165	-	165	Yes	Yes	CF 319041005
40	Asbestos Abatement Program	1990	1992	550	-	550	Yes	Yes	CF 319041007
41	H.S.P.C.A. - Capital Grant	03/90	N/A*	282	282	-	N/A	Yes	CF 259041008
42	Computer Workstation Furniture	01/90	12/90	50	10	40	Yes	Yes	CF 259051012
43	Accommodation Requirements - City Hall - 1990 Allocation	05/90	12/90	150	-	150	Yes	Yes	CF 319041002
45	Major Upgrading of City Hall - Needs Study	on hold		100	-	100	No	Yes	CF 319055004
46	Major Maintenance to Civic Buildings - 1989 Allocation	10/89	1990	250	30	220	No	Yes	CF 318941003
(51-100)	**Protection to Persons & Property**								
56	Fire Stn. Stonechurch & Upper Wellington - Construction	05/89	05/91	1,400	212	1,188	Yes	Yes	CF 488941001

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No. (1)	Project Description (2)	Month/Year of Project Start (3)	Month/Year of Project Finish (4)	Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target? Yes or No Timing (8)	Is the Project on Target? Yes or No Budget (9)	Centre Number (10)
(101-150)	**Engineering****								
103	Road Access - Riverdale East Neighbourhood	08/86	10/90	445	269	176	Yes	Yes	CF 528643006
108	High Level Bridge Street Lighting	11/87	12/90	155	102	53	Yes	Yes	CF 528744002
109	1988 Reconstruction Program	01/88	12/90	7,695	7,380	315	Yes	Yes	CF 528842001-047
110	Replacement of Traffic Operations Centre	09/88	03/92	6,830	494	6,336	Yes	Yes	CF 758841001
111	Greenhill Ave. Construction of Finished Roadway, Curbs & Sidewalks	08/88	12/89	860	623	237	Yes	Yes	CF 528843002
112	Storm Drainage Projects	12/88	12/91	180	66	114	Yes	Yes	CF 528849001
113	1989 Reconstruction Program	01/89	12/90	8,200	6,809	1,391	Yes	Yes	CF 528942001-056
114	Albright Road Extension	05/89	12/90	104	79	25	Yes	Yes	CF 528943002
115	1990 Reconstruction Program	03/90	12/91	8,800	2,870	5,930	Yes	Yes	CF 529042001
116	Catch Basin and Drain Connections	03/90	12/90	150	-	150	Yes	Yes	CF 529043007
(201-250)	**Parking Authority**								
201	Parking Facilities - Property Acquisition	02/84	Unknown	1,700	1,431	269	No	Yes	CF 708445001
202	Construct Parking Facilities	09/85	1991*	590	282	308	Yes	Yes	CF 908545001
211	Upgrade Existing Parking Facilities	03/90	12/90	100	-	100	Yes	Yes	CF 909045003
212	Study and Design - Existing and Future Parking Projects	1990	1990	50	-	50	Yes	Yes	CF 909045004

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No. (1)	Project Description (2)	Month/Year of Project Start (3)	Month/Year of Project Finish (4)	Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target? Yes or No Timing (8)	Is the Project on Target? Yes or No Budget (9)	Centre Number (10)
(201-250)	**Parking Authority**-Ctd.								
213	John/Rebecca Decking	1990	Unknown*	2,600	-	2,600	No	Yes	CF 909045005
214	Land Acquisition - Various	1990	1990	400	300	100	Yes	Yes	CF 909045006
215	King Wm./Mary Decking	1990	1991*	100	-	100	No	Yes	CF 909045007
(251-300)	**Department of Public Works**								
267	Public Works Equipment - Vacalls, Steam Jenny, Elephant Vacs	03/90	03/91	222	179	43	Yes	Yes	CF 609051014
268	Underground Fuel Tanks - Various Locations	03/90	12/90	130	130	-	Yes	Yes	CF 649041007
269	Renovations to Office & Yard & Ventillation System - Fleet Services	03/90	08/91*	169	73	96	Yes	Yes	CF 649041012
270	Upper Ottawa Depot	03/90	12/91	359	8	351	Yes	Yes	CF 609041009
271	Construct/Repair Parking Lots	03/90	08/91*	107	17	90	Yes	Yes	CF 629045009
272	Emergency Crest Stabilization	04/90	1990	429	366	63	Yes	Yes	CF 629049003

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No. (1)	Project Description (2)	Month/Year of Project Start (3)	Month/Year of Project Finish (4)	Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target? Yes or No Timing (8)	Is the Project on Target? Yes or No Budget (9)	Centre Number (10)
(301-350)	**Department of Culture & Recreation**								
309	West Mountain Twin Pad Arena	1990	1992	9,668	-	9,668	Yes	Yes	CF 709041012
311	Bike Paths (Phases 2, 3 & 4)	05/87	12/90	990	141	849	Yes	Yes	CF 708743001-002
315	Senior Citizens Drop-In-Centre (Lake Avenue)	05/88	12/91	100	7	93	Yes	Yes	CF 708941003
318	Y.W.C.A. Capital Grant - 1990 Portion	03/90	12/90	150	150	-	Yes	Yes	CF 259041006
319	Playground Equipment - Various Locations	03/90	12/90	175	149	26	Yes	No	CF 70 Various
320	Sir Winston Churchill Centre - Filtration System	04/90	Completed*	150	150	-	Yes	Yes	CF 709041008
321	Senior Citizens Centre	11/90	11/92	3,500	-	3,500	Yes	Yes	CF 709041013
322	Twinning Mountain Arena	1990	1990	2,012	1,824	188	Yes	Yes	CF 709041011
(351-400)	**Parks Division**								
351	Renovate Chedoke Golf Parking Lot	1989	08/91*	204	90	114	Yes	Yes	CF 628945001
352	King's Forest Parking Lot Improvements	1990	09/91*	96	-	96	Yes	Yes	CF 629045008
353	Bocci Courts at McCulloch, Manson and Rosedale	1990	1990	45	-	45	Yes	Yes	CF 709054020
356	Chedoke Golf Course Storage and Workshop	06/86	1991	161	-	161	No	Yes	CF 628641001
363	Mohawk Sports Park Construction of Utility Building	07/87	06/91	222	173	49	Yes	Yes	CF 628754001/004

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No. (1)	Project Description (2)	Month/Year of Project Start (3)	Month/Year of Project Finish (4)	Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target? Yes or No Timing (8)	Is the Project on Target? Yes or No Budget (9)	Centre Number (10)
(351-400)	**Parks Division**-Ctd.								
367	Sackville Hill Park - Paving Parking Lot	05/88	Completed*	60	60	-	Yes	Yes	CF 628845001
368	Mountain Drive Park Repairs	05/88	12/91*	100	24	76	Yes	Yes	CF 628854003
372	T.B. McQueston Park Development - Stage 1	05/88	12/92	50	18	32	Yes	Yes	CF 628854004
378	Mohawk Sports Park, Irrigation System, Bleachers and Floodlighting	05/89	12/92	400	116	284	Yes	Yes	CF 628954001
379	Sam Lawrence Park - Upgrading	05/89	12/93	2,325	192	2,133	Yes	Yes	CF 628954002
381	Park Development and Redevelopment by Priority (1989)	05/89	12/90	488	449	39	Yes	Yes	CF 628954007
383	Bow Valley Creek - Alterations	05/89	Completed*	60	60	-	Yes	Yes	CF 628949001
384	Renovations/Repairs - Ivor Wynne Stadium	03/90	08/91*	345	-	345	Yes	Yes	CF 629054017
385	Floodlighting - Sam Manson Park	06/90	12/90	86	-	86	Yes	Yes	CF 629054011
386	Park Development and Redevelopment (1990)	03/90	08/91*	1,288	316	972	Yes	Yes	CF 629054012
387	Gage Park - Perennial Borders	03/90	06/91*	22	4	18	Yes	Yes	CF 628954003
388	Red Hill Creek Master Plan Implementation	03/90	06/91	1,157	-	1,157	Yes	Yes	CF 629054013
389	T.B. McQueston Park Development - 1990 Allocation	03/90	12/96	170	1	169	Yes	Yes	CF 629054014
390	Fieldhouse - Mohawk Sports Park	03/90	12/91	440	-	440	Yes	Yes	CF 629054018
391	Facilities Building - Gage Park	03/90	09/91*	460	-	460	Yes	Yes	CF 629054019

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No. (1)	Project Description (2)	Month/Year of Project Start (3)	Month/Year of Project Finish (4)	Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target? Yes or No Timing (8)	Is the Project on Target? Yes or No Budget (9)	Centre Number (10)
(351-400)	**Parks Division**-Ctd.								
392	Churchill Lawn Bowling Club - Lighting System Replacement	03/90	12/90	31	-	31	Yes	Yes	CF 629054015
393	Mountain Park - Crest Stabilization Plan	03/90	12/92	250	-	250	Yes	Yes	CF 629049004
(401-450)	**H.E.C.F.I.**								
(401-410)	**Corporate**								
403	Automated Facilities Management Computer System	06/8	Completed*	83	83	-	Yes	Yes	CF 928651003
405	Automated Facilities Management Computer System	08/90	12/90	75	-	75	Yes	Yes	CF 929051006
406	T.V. Monitor Message System	06/89	12/91*	50	-	50	Yes	Yes	CF 928941007
(411-420)	**Copps Coliseum**								
411	Victor K. Copps - Construction	08/83	12/91	41,429	40,615	814	Yes	Yes	CF 928341001-019
412	Renovations	07/87	03/91*	130	88	42	Yes	Yes	CF 928741001
413	New Equipment & Renovations	04/88	06/91*	120	84	36	Yes	Yes	CF 928841002
414	New Equipment	06/89	12/90	97	81	16	Yes	Yes	CF 928941004
415	New Equipment & Renovations	09/90	02/91*	50	-	50	Yes	Yes	CF 929051002
416	Private Boxes - Study	10/90	03/91*	100	-	100	Yes	Yes	CF 929051003
417	Satellite Dish	10/90	02/91*	70	-	70	Yes	Yes	CF 929051004

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No.	Project Description	Month/Year of Project Start	Month/Year of Project Finish	Gross Cost	Expended and Committed	Balance Available	Is the Project on Target? Yes or No Timing	Is the Project on Target? Yes or No Budget	Centre Number
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
(401-450) (421-430)	H.E.C.F.I.-Ctd. Hamilton Place								
421	Great Hall Sound Console	11/88	02/91*	202	72	130	Yes	Yes	CF 928851003
422	Great Hall Banners	05/89	Unknown*	130	3	127	Yes	Yes	CF 928941001
423	Furniture, Equipment & Renovations	07/90	03/91*	160	10	150	Yes	Yes	CF 929051005
424	Great Hall Banners	09/90	Unknown*	570	-	570	Yes	Yes	CF 929041011
(431-440)	Convention Centre								
433	Equipment & Renovations	06/89	12/91*	320	113	207	Yes	Yes	CF 928941006
434	Furniture, Equipment, Renovations	07/90	12/91*	62	5	57	Yes	Yes	CF 929051007
(441-450)	C.U.P.								
442	Replacement and Overhaul - Equipment	06/89	05/91*	115	24	91	Yes	Yes	CF 928941005
443	Equipment & Renovations	07/90	05/91*	90	15	75	Yes	Yes	CF 929041001
(451-500)	Hamilton & Scourge								
452	Laboratory Facility & Equipment	06/89	12/90	150	-	150	Yes	Yes	CF 738841002
453	Hamilton & Scourge - Jason Project	03/90	03/91	410	386	24	Yes	Yes	CF 738904001

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No. (1)	Project Description (2)	Month/Year of Project Start (3)	Month/Year of Project Finish (4)	Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target? Yes or No Timing (8)	Is the Project on Target? Yes or No Budget (9)	Centre Number (10)
(501-550)	**Hamilton Public Library Board**								
503	Terryberry Library Addition - 2nd Floor	08/87	12/90	2,471	1,307	1,164	Yes	Yes	CF 918741001
508	Furniture & Equipment - Office Computerization	09/88	04/91*	40	8	32	Yes	Yes	CF 918851002
509	Furniture & Equipment - Office Computerization	06/89	10/90*	20	12	8	Yes	Yes	CF 918941010
510	Furniture & Equipment - Office Automation	09/90	02/91*	13	-	13	Yes	Yes	CF 919051008
511	Automation of Information Files	09/90	12/90	131	-	131	Yes	Yes	CF 919051009
512	Office Automation	09/90	02/91*	72	6	66	Yes	Yes	CF 919051010
513	Automation & Collection Access - Phases II-V	09/90	04/91*	181	-	181	Yes	Yes	CF 919051011
514	Sherwood Library Branch Relocation	05/90	12/90*	356	32	324	Yes	Yes	CF 919041014
515	Library - Land Acquisition South East Mountain	06/90	12/90	555	17	538	Yes	Yes	CF 919041010
(601-650)	**Planning**								
601	Enclaves Clearance	08/87	12/91	3,000	1,426	1,574	Yes	Yes	CF 308750001

City of Hamilton
Treasury

SUMMARY OF CAPITAL PROJECTS IN PROGRESS
(000's)
as at September 30, 1990

Item No. (1)	Project Description (2)	Month/Year of Project Start (3)	Month/Year of Project Finish (4)	Gross Cost (5)	Expended and Committed (6)	Balance Available (7)	Is the Project on Target? Yes or No Timing (8)	Is the Project on Target? Yes or No Budget (9)	Centre Number (10)
(701-750)	**Community Development**								
701	Downtown Action Plan - Phase III B	07/86	12/91*	1,300	1,213	87	Yes	Yes	CF 428603001
702	Downtown Action Plan - Phase II	07/85	12/90	1,603	1,598	5	Yes	Yes	CF 428403001
704	James St. North Streetscape	07/86	12/90	1,994	1,968	26	Yes	Yes	CF 428103001
706	Downtown Action Plan - Phase IV	05/87	12/92*	1,199	762	437	Yes	Yes	CF 428803001
707	O.N.I.P. Corktown/Stinson	05/87	07/91*	1,028	1,012	16	Yes	Yes	CF 428701001
708	Facade Improvement Programme	07/87	12/90	800	415	385	Yes	Yes	CH 4X001 00321
711	Commercial Improvement Programme	06/87	12/91	2,500	731	1,769	Yes	Yes	CF 428705001
715	P.R.I.D.E. Programs - Crown Point West/Stipeley - Phase II	05/89	12/92	700	41	659	Yes	Yes	CF 428902002
716	Waterfront Redevelopment (1990 Portion) - Hamilton's West Harbour***	1990-91	1994-95	500	-	500	No	Yes	CF 418454011
717	Central/Beasley Housing Intensification Program	1990	1993	1,860	-	1,860	Yes	Yes	
718	P.R.I.D.E. Program - Beasley/Central	1990	1992	627	-	627	Yes	Yes	CF 429002003
719	Barton Street Demonstration Loan Program	11/90	Unknown	200	-	200	Yes	Yes	

Notes: * Indicates date has changed from previous reporting.
** With exception of Item 110, status information has not been returned.
*** Proposal for funds to be allocated to Pier 4 Park.

1990 November 22
IRH:jc

15.

CITY OF HAMILTON

— RECOMMENDATION —

DATE: 1990 December 3

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. J. J. Schatz
Secretary, Management Team

SUBJECT: **1991-1995 PROVISIONAL CAPITAL BUDGET**

RECOMMENDATION:

That the enclosed listing of 1991-1996 Capital Projects as outlined and included in the 1991-1995 Provisional Capital Budget be reviewed, revised, endorsed and forwarded to the Finance and Administration Committee for consideration to be included in the 1991-1995 Capital Budget.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Average debt charges for 1991-1995 as a percentage of levy would be 14.6% and average annual debt charges would be increased by 12.6% if all projects being submitted to Standing Committees were ultimately approved by Council.

BACKGROUND:

We have received all the capital projects for all civic departments, along with the Regional Planning and Engineering Departments, for inclusion in the City's 1991-1995 Provisional Capital Budget, with a total net cost to the City of $196.224 million (gross cost of $298.202 million less revenue and subsidy $101.978 million) for the five-year period of 1991 through 1995. This budget does not include three projects, noted below, which have recently been approved by Council to be started in 1991:

West Mountain Twin Pad Arena including reconstruction of Chedmac Drive	$ 9,668,000
Senior Citizens Centre	3,500,000
Sub Total	$13,168,000
Provision for Additional Private Boxes for NHL	5,900,000
	$19,068,000

Note: The new Traffic Building in the 6.6 million dollar range is also expected to go to tender soon.

BACKGROUND: - continued

The Management Team will be recommending guidelines and financial parameters for the guidance of the Finance and Administration Committee when the Capital Budget meetings commence in January 1991, as follows:

(1) Guidelines are recommended for the inclusion of a capital project in the 1991-1995 Provisional Capital Budget Programme:

(a) Strategic direction:
- Image of the City
- Quality of life
- Transportation
- Staff/Council Relations

(b) Public/Employee Safety/Liability - Corporate

(c) Legislated by Senior Levels of Government

(d) Needs Analysis/Feasibility Study:
- Demand
- Equity
- Cost/Benefit
- Control Future Costs/Maintenance
- Offsetting Net Revenue

(e) Economic Development.

(2) The annual debt charges of any given year should not exceed 5% of the prior year and the debt charges as a percentage of levy should not exceed 11.6% of levy.

I am also including a list of projects scheduled to start in 1996 through 2000 for inclusion at the back of the 1991-1995 Provisional Capital Budget.

In conclusion, the Management Team has recognized that several projects should be eliminated, reduced, delayed and postponed to stay within the guidelines which will be discussed during the presentation in January to the Finance and Administration Committee while considering the overall Capital Budget from a global perspective.

BACKGROUND: - continued

Global Summary

Wish List Total - Five Years	$196,224,000
Total for approval using the above parameters - 5% on annual debenture charges and 11.6% of levy	134,069,000
Reductions, deletions and deferrals required 1991-1995 in total for the City	$ 62,155,000

Att'd

02-Dec-90

THE CORPORATION OF THE CITY OF HAMILTON
1991-1995 PROVISIONAL CAPITAL BUDGET PROGRAM
PROJECTS BY STANDING COMMITTEE AND DEPARTMENT ALONG WITH FUNCTIONAL CLASSIFICATION
(000'S)

PROJ NO. (1)	FUNC-TION (2)	STANDING COMM (3)	DEPARTMENT (4)	PROJECT DESCRIPTION (5)	PROJECT START (6)	PROJECT FINISH (7)	GROSS COST (8)	RECEIPTS SUBSIDY (9)	**** 1991 (10)	NET FINANCING 1992 (11)	1993 (12)	1994 (13)	**** 1995 (14)	1996 & AFTER (15)	NET COST AS A % OF TOTAL BUDGET (16)	ANNUAL CARRYING COST (17)	NATURE OF FINANCING (18)	ADDITIONAL ANNUAL OPERATING COST (19)	NOTES (20)
2.0	GG	F & A	CITY CLERK	OPTICAL SCAN - VOTING SYSTEM	1993	1994	550				50	500			0.2%	93		NIL	NEW PROJECT
3.0	GG	F & A	CITY CLERK	TAXI CAB INSPECTION OFFICE	1992	1992	250			250					0.1%	42		10	NEW PROJECT
4.0	GG	F & A	CITY CLERK	EXTERIOR DOORS - FARMERS' MARKET	1993	1993	75				75				0.0%	13		NIL	NEW PROJECT
				SUB-TOTAL CITY CLERK DEPARTMENT			875	0	0	250	125	500	0	0	0.3%	148			
7.0	GG	F & A	PROPERTY	MAJOR MAINTENANCE TO CIVIC BUILDINGS	1991	1991	750		750						0.3%	127		NIL	
8.0	GG	F & A	PROPERTY	REPLACEMENT OF POOL FILTRATION SYSTEM CENT MEM REC	1991	1991	200		200						0.1%	34		NIL	
9.0	GG	F & A	PROPERTY	MAJOR MAINTENANCE TO CIVIC BUILDINGS	1992	1995	1,450			300	350	400	400		0.5%	246		NIL	
10.0	GG	F & A	PROPERTY	REPLACEMENT OF POOL FILTRATION SYSTEM JIMMY THOMP	1992	1992	225			225					0.1%	38		NIL	
11.0	GG	F & A	PROPERTY	CONSTRUCTION COST FOR ACCOMODATION - CITY HALL	1991	1991	100		100						0.0%	17		NIL	
12.0	GG	F & A	PROPERTY	REPLACEMENT OF POOL FILTRATION SYSTEM RYERSON	1993	1993	250				250				0.1%	42		NIL	
13.0	GG	F & A	PROPERTY	HAM HOUSING REPLACE HEATING & ELECT. ADA PRITCHARD	1992	1992	530			530					0.2%	90		NIL	
14.0	GG	F & A	PROPERTY	SECURITY IMPROVEMENTS CITY HALL	1991	1991	100		100						0.0%	17		NIL	
15.0	GG	F & A	PROPERTY	LAND ACQUISITION - GENERAL	1991	1995	7,400		2,600	1,200	1,200	1,200	1,200		2.5%	1,257		NIL	NEW ADDITION
16.0	GG	F & A	PROPERTY	CONSTRUCTION COST FOR ACCOMODATION - CITY HALL	1992	1994	5,100			100	3,000	2,000			1.7%	866		NIL	
17.0	GG	F & A	PROPERTY	ENERGY CONSERVATION PROJECTS	1991	1991	50		50						0.0%	8		NIL	
18.0	GG	F & A	PROPERTY	ENERGY CONSERVATION PROJECTS	1992	1995	400			100	100	100	100		0.1%	68		NIL	
19.0	GG	F & A	PROPERTY	OFFICE RENOVATIONS - TREASURY DEPARTMENT	1991	1992	400		200	200					0.1%	68		NIL	REVISED PROJ
				SUB-TOTAL PROPERTY DEPARTMENT			16,955	0	4,000	2,655	4,900	3,700	1,700	0	5.7%	2,878			
20.0	GG	F & A	TREASURY	CAPITAL OPERATING GANT - HSPCA	1991	1995	267		48	50	53	56	60		0.1%	45		NIL	
21.0	GG	F & A	TREASURY	CAPITAL CONSTRUCTION GRANT - HSPCA	1991	1995	1,435		263	274	286	299	313		0.5%	244		NIL	
22.0	GG	F & A	TREASURY	PROVISION FOR CAPITAL GRANTS	1991	1995	500		100	100	100	100	100		0.2%	85		NIL	NEW PROJECT
				SUB-TOTAL TREASURY DEPARTMENT			2,202	0	411	424	439	455	473	0	0.7%	374			

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THE CORPORATION OF THE CITY OF HAMILTON
1991-1995 PROVISIONAL CAPITAL BUDGET PROGRAM
PROJECTS BY STANDING COMMITTEE AND DEPARTMENT ALONG WITH FUNCTIONAL CLASSIFICATION
(000'S)

PROJ NO. (1)	FUNC-TION (2)	STANDING COMM (3)	DEPARTMENT (4)	PROJECT DESCRIPTION (5)	PROJECT START (6)	PROJECT FINISH (7)	GROSS COST (8)	RECEIPTS SUBSIDY (9)	**** 1991 (10)	NET 1992 (11)	FINANCING 1993 (12)	1994 (13)	**** 1995 (14)	1996 & AFTER (15)	NET COST AS A % OF TOTAL BUDGET (16)	ANNUAL CARRYING COST (17)	NATURE OF FINANCING (18)	ADDITIONAL ANNUAL OPERATING COST (19)	NOTES (20)
23.0	PPP	F & A	FIRE	FIRE STATION - UPPER SHERMAN & FENNELL - LAND ACQ	1991	1991	800		800						0.3%	136		NIL	
24.0	PPP	F & A	FIRE	FIRE STATION- UPPER SHERMAN & FENNELL CONSTRUCTION	1992	1992	3,100			3,100					1.0%	526		N/A	
25.0	PPP	F & A	FIRE	PUBLIC SAFETY TRUNKING RADIO COMMUNICATIONS	1991	1993	2,500		250	2,000	250				0.8%	425		UNKNOWN	
26.0	PPP	F & A	FIRE	COMPUTER AIDED DISPATCH	1991	1993	1,300		1,100	100	100				0.4%	221		UNKNOWN	
27.0	PPP	F & A	FIRE	BREATHING APPARATUS CONVERSION	1993	1993	750				750				0.3%	127		NIL	
28.0	PPP	F & A	FIRE	FIRE STATION - RAY STREET - LAND ACQUISITION	1995	1995	1,100						1,100		0.4%	187		NIL	
29.0	PPP	F & A	FIRE	FIRE STATION - RAY STREET - CONSTRUCTION	1995	1996	4,200						3,000	1,200	1.4%	713		NIL	
				SUB-TOTAL FIRE DEPARTMENT			13,750	0	2,150	5,200	1,100	0	4,100	1,200	4.6%	2,335			
54.0	TS	F & A	PARKING AUTH	KING WILLIAM/MARY CARPARK DECKING - JOINT PROJECT	1991	1991	3,500	3,400	100						0.0%	17		100	AIR RIGHTS
55.0	TS	F & A	PARKING AUTH	LAND ACQUISITION - GENERAL	1991	1991	400		400						0.1%	68		NIL	
56.0	TS	F & A	PARKING AUTH	LAND ACQUISITION - GENERAL	1992	1992	400			400					0.1%	68		NIL	
57.0	TS	F & A	PARKING AUTH	LAND ACQUISITION - GENERAL	1993	1993	400				400				0.1%	68		NIL	
58.0	TS	F & A	PARKING AUTH	LAND ACQUISITION - GENERAL	1994	1994	400					400			0.1%	68		NIL	
59.0	TS	F & A	PARKING AUTH	LAND ACQUISITION - GENERAL	1995	1995	400						400		0.1%	68		NIL	
60.0	TS	F & A	PARKING AUTH	UP GRADING OF EXISTING PARKING FACILITIES	1991	1991	100		100						0.0%	17		NIL	
61.0	TS	F & A	PARKING AUTH	UP GRADING OF EXISTING PARKING FACILITIES	1992	1992	100			100					0.0%	17		NIL	
62.0	TS	F & A	PARKING AUTH	UP GRADING OF EXISTING PARKING FACILITIES	1993	1993	100				100				0.0%	17		NIL	
63.0	TS	F & A	PARKING AUTH	UP GRADING OF EXISTING PARKING FACILITIES	1994	1994	100					100			0.0%	17		NIL	
64.0	TS	F & A	PARKING AUTH	UP GRADING OF EXISTING PARKING FACILITIES	1995	1995	100						100		0.0%	17		NIL	
65.0	TS	F & A	PARKING AUTH	STUDY & DESIGN- EXISTING & FUTURE PARKING PROJECTS	1991	1991	50		50						0.0%	8		NIL	
66.0	TS	F & A	PARKING AUTH	STUDY & DESIGN- EXISTING & FUTURE PARKING PROJECTS	1992	1992	100			100					0.0%	17		NIL	
67.0	TS	F & A	PARKING AUTH	UNDERGROUND PARKING DECK - BOARD OF EDUCATION	1991	1991	8,800	8,800							0.0%	0		260	USER FEE
68.0	TS	F & A	PARKING AUTH	PARKING DECK - GO TERMINUS	1992	1992	3,000			3,000					1.0%	509		120	
69.0	TS	F & A	PARKING AUTH	MAIN/FERGUSON CARPARK DECKING - JOINT PROJECT	1992	1992	3,600	3,500		100					0.0%	17		100	AIR RIGHTS

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THE CORPORATION OF THE CITY OF HAMILTON
1991-1995 PROVISIONAL CAPITAL BUDGET PROGRAM
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(000'S)

PROJ NO. (1)	FUNC-TION (2)	STANDING COMM (3)	DEPARTMENT (4)	PROJECT DESCRIPTION (5)	PROJECT START (6)	PROJECT FINISH (7)	GROSS COST (8)	RECEIPTS SUBSIDY (9)	**** 1991 (10)	NET FINANCING 1992 (11)	1993 (12)	1994 (13)	**** 1995 (14)	1996 & AFTER (15)	NET COST AS A % OF TOTAL BUDGET (16)	ANNUAL CARRYING COST (17)	NATURE OF FINANCING (18)	ADDITIONAL ANNUAL OPERATING COST (19)	NOTES (20)
70.0	TS	F & A	PARKING AUTH	CITY HALL CAR PARK DECK	1992	1992	8,220	8,220							0.0%	0		240	USER FEE
71.0	TS	F & A	PARKING AUTH	PARKING STRUCTURE - SOUTHEAST QUADRANT	1993	1993	8,000	8,000							0.0%	0		450	USER FEE
				SUB-TOTAL PARKING AUTHORITY			37,770	31,920	650	3,700	500	500	500	0	2.0%	993			
145.0	R&CS	F & A	HECFI - CORP	AUTOMATED FACILITIES MANAGEMENT SYSTEM	1991	1991	75		75						0.0%	13		50	
146.0	R&CS	F & A	HECFI - CORP	EQUIPMENT, FURNITURE AND RENOVATIONS	1993	1993	50				50				0.0%	8		NIL	
				SUB-TOTAL HECFI - CORPORATE OFFICE			125	0	75	0	50	0	0	0	0.0%	21			
147.0	R&CS	F & A	HECFI - CC	DISPLAY ADVERTISING PANNELS	1991	1993	50		25		25				0.0%	8		1	
148.0	R&CS	F & A	HECFI - CC	REVISIONS, REPLACEMENTS FOR BUILDING & EQUIPMENT	1991	1994	250		75	75	50	50			0.1%	42			
				SUB-TOTAL HECFI - COPPS COLISEUM			300	0	100	75	75	50	0	0	0.1%	50			
150.0	R&CS	F & A	HECFI - CUP	CITY HALL - FAN PLENUM RETROFIT	1991	1993	150		90		60				0.1%	25		NIL	
151.0	R&CS	F & A	HECFI - CUP	HAMILTON CONVENTION CENTRE - LIGHT CONTROL	1991	1991	25		25						0.0%	4		NIL	
152.0	R&CS	F & A	HECFI - CUP	CITY HALL - ADDITIONAL TRANSFORMER	1991	1991	50		50						0.0%	8		NIL	
153.0	R&CS	F & A	HECFI - CUP	CAPITAL REPLACEMENTS/REVISIONS & NEW EQUIPMENT	1991	1995	350		70	70	70	70	70		0.1%	59		NIL	
154.0	R&CS	F & A	HECFI - CUP	COPPS COLISEUM - STEAM TO HOT WATER CONVERSION	1994	1994	190					190			0.1%	32		NIL	
155.0	R&CS	F & A	HECFI - CUP	CITY HALL - PROVISION OF STAND ALONE BOILERS	1992	1992	100			100					0.0%	17		8	
156.0	R&CS	F & A	HECFI - CUP	BUILDING AUTOMATION SYSTEM UPGRADE	1995	1995	150						150		0.1%	25		10	
				SUB-TOTAL HECFI - CENTRAL UTILITIES PLANT			1,015	0	235	170	130	260	220	0	0.3%	170			

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PROJECTS BY STANDING COMMITTEE AND DEPARTMENT ALONG WITH FUNCTIONAL CLASSIFICATION
(000'S)

PROJ NO. (1)	FUNC-TION (2)	STANDING COMM (3)	DEPARTMENT (4)	PROJECT DESCRIPTION (5)	PROJECT START (6)	PROJECT FINISH (7)	GROSS COST (8)	RECEIPTS SUBSIDY (9)	**** 1991 (10)	NET FINANCING 1992 (11)	1993 (12)	1994 (13)	**** 1995 (14)	1996 & AFTER (15)	NET COST AS A % OF TOTAL BUDGET (16)	ANNUAL CARRYING COST (17)	NATURE OF FINANCING (18)	ADDITIONAL ANNUAL OPERATING COST (19)	NOTES (20)
157.0	R&CS	F & A	HECFI - HP	SPRINKLER SYSTEM	1991	1991	840		840						0.3%	143		NIL	
158.0	R&CS	F & A	HECFI - HP	STUDIO THEATRE EQUIPMENT AND CHAIRS	1991	1993	250		80	32	138				0.1%	42		NIL	
159.0	R&CS	F & A	HECFI - HP	GREAT HALL SOUND & LIGHTING EQUIPMENT & CHAIRS	1991	1993	583		83		500				0.2%	99		NIL	
160.0	R&CS	F & A	HECFI - HP	VARIOUS EQUIPMENT & RENOVATIONS	1991	1995	175		65	50	60				0.1%	30		NIL	
161.0	R&CS	F & A	HECFI - HP	DISABLED ACCESS IMPROVEMENTS	1991	1991	5		5						0.0%	1		NIL	
				SUB-TOTAL HECFI - HAMILTON PLACE			1,853	0	1,073	82	698	0	0	0	0.6%	315			
174.0	P&D	F & A	HECFI - HCC	EQUIPMENT AND RENOVATIONS	1991	1995	200		10	50	75	40	25		0.1%	34		NIL	
				SUB-TOTAL - HECFI			3,493	0	1,493	377	1,028	350	245	0	1.2%	590			
162.0	R&CS	F & A	LIBRARY	OFFICE AUTOMATION - 1991 PHASE	1991	1991	75		75						0.0%	13		6	
163.0	R&CS	F & A	LIBRARY	OFFICE AUTOMATION - 1992 PHASE	1992	1992	81			81					0.0%	14		6	
164.0	R&CS	F & A	LIBRARY	AUTOMATION & COLLECTION ACCESS: PHASE III	1991	1991	223		223						0.1%	38		25	
165.0	R&CS	F & A	LIBRARY	AUTOMATION & COLLECTION ACCESS: PHASE IV	1992	1992	151			151					0.1%	26		23	
166.0	R&CS	F & A	LIBRARY	AUTOMATION & COLLECTION ACCESS: PHASE V	1993	1993	157				157				0.1%	27		12	
167.0	R&CS	F & A	LIBRARY	AUTOMATION & COLLECTION ACCESS: PHASE VI	1994	1994	230					230			0.1%	39		13	
168.0	R&CS	F & A	LIBRARY	AUTOMATION & COLLECTION ACCESS: PHASE VII	1995	1995	176						176		0.1%	30		14	NEW PROJECT
169.0	R&CS	F & A	LIBRARY	SOUTH WEST MOUNTAIN - LAND ACQUISITION	1991	1991	600		600						0.2%	102		NIL	NEW PROJECT
170.0	R&CS	F & A	LIBRARY	CONCESSION LIBRARY - EXPANSION	1992	1993	1,264			1,264					0.4%	215		34	
171.0	R&CS	F & A	LIBRARY	SOUTH EAST MOUNTAIN - NEW BRANCH CONSTRUCTION	1995	1996	6,425						6,425		2.2%	1,091		823	NEW PROJECT
172.0	R&CS	F & A	LIBRARY	COLLECTION DEVELOPMENT	1995	1999	1,482						271	1,211	0.5%	252		NIL	
173.0	R&CS	F & A	LIBRARY	CENTRAL LIBRARY - FIRST FLOOR RENOVATION	1992	1992	320			320					0.1%	54		NIL	
				SUB-TOTAL HAMILTON PUBLIC LIBRARY BOARD			11,184	0	898	1,816	157	230	6,872	1,211	3.8%	1,901			

File ID No. CAPBUDGT\9195RANK
02-Dec-90

THE CORPORATION OF THE CITY OF HAMILTON
1991-1995 PROVISIONAL CAPITAL BUDGET PROGRAM
PROJECTS BY STANDING COMMITTEE AND DEPARTMENT ALONG WITH FUNCTIONAL CLASSIFICATION
(000'S)

PROJ NO. (1)	FUNC-TION (2)	STANDING COMM (3)	DEPARTMENT (4)	PROJECT DESCRIPTION (5)	PROJECT START (6)	PROJECT FINISH (7)	GROSS COST (8)	RECEIPTS SUBSIDY (9)	**** 1991 (10)	NET FINANCING 1992 (11)	1993 (12)	1994 (13)	**** 1995 (14)	1996 & AFTER (15)	NET COST AS A % OF ANNUAL TOTAL BUDGET (16)	CARRYING COST (17)	NATURE OF FINANCING (18)	ADDITIONAL ANNUAL OPERATING COST (19)	NOTES (20)
184.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	1991	1991	1,500		1,500						0.5%	255			
184.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	1991	1991	500		500						0.2%	85			
185.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	1992	1992	1,500			1,500					0.5%	255			
185.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	1992	1992	500			500					0.2%	85			
186.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	1993	1993	1,500				1,500				0.5%	255			
186.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	1993	1993	500				500				0.2%	85			
187.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	1994	1994	1,500					1,500			0.5%	255			
187.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	1994	1994	500					500			0.2%	85			
188.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	1995	1995	1,500						1,500		0.5%	255			
188.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	1995	1995	500						500		0.2%	85			
				SUB-TOTAL TREASURY - GENERAL CONTINGENCY			10,000	0	2,000	2,000	2,000	2,000	2,000	0	3.4%	1,700			
				FINANCE AND ADMINISTRATION COMMITTEE			96,229	31,920	11,602	16,422	10,249	7,735	15,890	2,411	21.6%	10,919			

NOTE: TOTAL CARRYING CHARGES CAN BE OBTAINED BY MULTIPLYING COLUMN (17) TIMES TEN
ASSUMPTIONS: INTEREST RATE - AMORTIZED OVER 10 YEARS AT 11% - ANNUAL PAYMENT PER $ 1,000 - $169.801

FUNCTION ABBREVIATION:

GG	GENERAL GOVERNMENT
PPP	PROTECTION TO PERSONS AND PROPERTY
TS	TRANSPORTATION SERVICES
R&CS	RECREATION AND CULTURAL SERVICES
P&D	PLANNING AND DEVELOPMENT

DEPARTMENT ABBREVIATION:

CUL & REC	CULTURE AND RECREATION
PARKING AUTH	PARKING AUTHORITY
HECFI - CC	HECFI - COPPS COLISEUM
HECFI - HCC	HECFI - HAMILTON CONVENTION CENTRE
HECFI - CORP	HECFI - CORPORATE DEPARTMENT
HECFI - HP	HECFI - HAMILTON PLACE
HECFI - CUP	HECFI - CENTRAL UTILITIES PLANT

COMMITTEE ABBREVIATION:

F & A	FINANCE AND ADMINISTRATION

03-Dec-90

THE CORPORATION OF THE CITY OF HAMILTON
1996-2000 PROVISIONAL CAPITAL BUDGET PROGRAM
PROJECTS BY STANDING COMMITTEE AND DEPARTMENT ALONG WITH FUNCTIONAL CLASSIFICATION
(000'S)

PROJ NO (1)	FUNCTION (2)	STANDING COMM (3)	DEPARTMENT (4)	PROJECT DESCRIPTION (5)	PROJECT START (6)	PROJECT FINISH (7)	GROSS COST (8)	RECEIPTS SUBSIDY (9)	**** NET FINANCING 1996 (10)	1997 (11)	1998 (12)	1999 (13)	**** 2000 (14)	2001 & AFTER (15)	NET COST AS A % OF TOTAL BUDGET (16)	ANNUAL CARRYING CHARGES 17)	TOTAL CARRYING COST (18)	NATURE OF FINANCING (19)	ADDITIONAL ANNUAL OPERATING COST (20)
190.0	GG	F & A	PROPERTY	LAND ACQUISITION - GENERAL	1996	2000	8,100		1,500	1,500	1,500	1,800	1,800		4.9%	1,375	13,750		
191.0	GG	F & A	TREASURY	CAPITAL OPERATION GRANT - HSPCA	1996	2000	336		62	64	67	70	73		0.2%	57	570		
192.0	GG	F & A	TREASURY	FACILITIES CAPITAL CONSTRUCTION GRANT - HSPCA	1996	2000	1,788		327	341	357	373	390		1.1%	304	3,040		
				SUB-TOTAL TREASURY DEPARTMENT			2,124	0	389	405	424	443	463	0	1.3%	361	3,610		
220.0	R&CS	F & A	LIBRARY	SOUTH WEST MOUNTAIN - NEW BRANCH CONSTRUCTION			3,689			3,689					2.2%	626	6,260		404
224.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	1996	1996	1,000		1,000							170	1,700		
224.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	1996	1996	500		500							85	850		
225.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	1997	1997	1,000			1,000						170	1,700		
225.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	1997	1997	500			500						85	850		
226.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	1998	1998	1,000				1,000					170	1,700		
226.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	1998	1998	500				500					85	850		
227.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	1999	1999	1,000					1,000				170	1,700		
227.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	1999	1999	500					500				85	850		
228.0	GG	F & A	TREASURY	GENERAL CONTINGENCY	2000	2000	1,000						1,000			170	1,700		
228.1	GG	F & A	TREASURY	GENERAL CONTINGENCY	2000	2000	500						500			85	850		
				SUB-TOTAL TREASURY - GENERAL CONTINGENCY			7,500	0	1,500	1,500	1,500	1,500	1,500	0	4.5%	1,275	12,750		
				FINANCE AND ADMINISTRATION COMMITTEE			21,413	0	3,389	7,094	3,424	3,743	3,763	0	12.9%	3,637	36,370		

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CITY CLERK'S OFFICE

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: OPTICAL SCAN - VOTING SYSTEM

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

   REPLACE CURRENT VOTING SYSTEM WITH AN OPTICAL SCANNER SYSTEM.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1993

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1994

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1993

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 550 000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ nil

   (c) NET CITY'S COST: $ 550 000

   (d) ANNUAL CAPITAL FINANCING COST $ 93 000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 930 000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$	
- 1993	$ 50 000	
- 1994	$ 500 000	
- 1995	$	
- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NIL

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

   USE OF THIS SYSTEM WILL LOWER ELECTION OPERATING COSTS.

   FINANCE AND ADMINISTRATION COMM. HAS DIRECTED THIS SYSTEM FOR IMPLEMENTATION IN 1994.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [x] YES [ ] - AT CITY'S COST OF $_____
    - SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager (for Standing Committee)	Signature of C.A.O. (for Finance & Administration Committee)
Date	Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CITY CLERK"S - LICENSING

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: TAXI CAB INSPECTION OFFICE

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

   2-BAY HEATED GARAGE WITH HOIST; FACILITY TO INCLUDE STAFF WASHROOM. THE PURPOSE FOR THE GARAGE WILL BE FOR A CLASS "A" MECHANIC TO DO NECESSARY MECHANICAL INSPECTIONS ON TAXI CABS, LIVERY AND OTHER VEHICLES REQUIRING REGULAR INSPECTION TO DETERMINE MECHANICAL FITNESS (SAFETY).

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1992

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1992

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 250 000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 250 000

   (d) ANNUAL CAPITAL FINANCING COST $ 42 000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 420 000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$ 250 000	4
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: none

8. ADDITIONAL ANNUAL OPERATING COST: $ 10,000

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   INABILITY TO ASSESS MECHANICAL FITNESS (SAFETY) OF LICENCED CITY OF HAMILTON TAXI'S AND OTH VEHICLES

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [X] YES [ ] - AT CITY'S COST OF $
    - SCHEDULED TO START IN THE YEAR

Signature of Department Head/Local Board Manager (for Standing Committee)

Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CITY CLERK'S - HAMILTON FARMERS' MARKET

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: EXTERIOR DOORS - MARKET

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   -THE NEWLY CREATED AREA BETWEEN THE PROPOSED EXTERIOR DOORS WILL BECOME ENVIRONMENTALLY CONDITIONED TO PROVIDE A POSITIVE "AIR CURTAIN" BETWEEN EXTERIOR ENVIRONMENT AND INTERIOR ATMOSPHERE OF THE MARKET. THE PROPOSED EXTERIOR DOORS WILL BE OF ALUMIMUM/GLASS ENCLOSURE TO BE INSTALLED AT MAIN ENTRANCE OF THE MARKET . (YORK AND MACNAB STREET).

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1993

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1993

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 75,000 approx

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 75,000 approx

   (d) ANNUAL CAPITAL FINANCING COST $ 13 000

   (e) TOTAL CARRYING COST OF FINANCING DEBT $ 130 000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$	
- 1993	$ 75 000	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NIL

8. ADDITIONAL ANNUAL OPERATING COST: NIL $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   WILL REDUCE HEATING AND VENTILATING COSTS .

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO [X] YES [ ] - AT CITY'S COST OF $
    - SCHEDULED TO START IN THE YEAR

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

Date

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department (Property Maintenance Division)

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Replacement of Pool Filtration System - Central Memorial Recreation Centre

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
To provide for the replacement of the Pool Filtration System and piping at Central Memorial Recreation Centre. The system will have reached the end of its useful life by 1991. Mechanical component parts of the system can only be repaired and maintained to a certain extent following which entire replacement becomes necessary.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 200,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 200,000

   (d) ANNUAL CAPITAL FINANCING COST $ 34,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COSTS OF RETIRING DEBT $ 340,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$ 200,000	4
- 1992	$ _____	_____
- 1993	$ _____	_____
- 1994	$ _____	_____
- 1995	$ _____	_____
- 1996 & after	$ _____	_____

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 4

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____

8. ADDITIONAL ANNUAL OPERATING COST: $ _____

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Increased costs in maintaining present system, if in fact it can be maintained. Complete loss of programming time as a result of malfunctions. Possible health and safety considerations if replacement not undertaken.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
NO [ ] YES [X] - AT CITY'S COST OF $ 200,000
- SCHEDULED TO START IN THE YEAR 1991

Signature of Department Head/Local Board Manager
(for Standing Committee)

October 22, 1990
Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department (Property Maintenance Division)

2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Major Maintenance to Civic Buildings

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
To provide for major replacement of building components such as roofs, lighting, heating, plants, air-conditioners, structural repairs, etc. which require attention only occasionally during the life of a building. Account also provides for major unforeseen repairs within our numerous buildings which arise unannounced throughout the year.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1992
   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1995
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,450,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 1,450,000
   (d) ANNUAL CAPITAL FINANCING COST $ 246,000
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 2,460,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$ 300,000	6
- 1993	$ 350,000	7
- 1994	$ 400,000	8
- 1995	$ 400,000	8
- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		29

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Could result in the closure of a civic building and cancellation of a program offered by the City. In less extremes, temporary repairs might suffice as a stop-gap measure before the ultimate major permanent replacement is necessary.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
NO [ ] YES [X] - AT CITY'S COST OF $ 1,050,000
- SCHEDULED TO START IN THE YEAR 1992

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Signature of Department Head/Local Board Manager (for Standing Committee)

October 22, 1990
Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department (Property Maintenance Division)

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Replacement of Pool Filtration System - Jimmy Thompson Pool

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
To provide for the replacement of the Pool Filtration System and piping at Jimmy Thompson Pool. The system will have reached the end of its useful life by 1992. Mechanical component parts of the system can only be repaired and maintained to a certain extent following which entire replacement becomes necessary.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1992

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1992

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: _____

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 225,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 225,000

   (d) ANNUAL CAPITAL FINANCING COST $ 38,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 380,000

6. (a)

		NO. OF PERSON YEARS CREATED
YEAR OF EXPENDITURE - 1991	$ _____	_____
- 1992	$ 225,000	4
- 1993	$ _____	_____
- 1994	$ _____	_____
- 1995	$ _____	_____
- 1996 & after	$ _____	_____

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 4

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____

8. ADDITIONAL ANNUAL OPERATING COST: $ _____

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Increased costs in maintaining present system, if in fact it can be maintained. Complete loss of programming time as a result of malfunctions. Possible health and safety considerations if replacement not undertaken.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [ ] YES [X] - AT CITY'S COST OF $225,000
    - SCHEDULED TO START IN THE YEAR 1992

Signature of Department Head/Local Board Manager
(for Standing Committee)

October 22, 1990
Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Construction costs for accommodation requirements - City Hall

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.: To provide for various alterations and modernization in office accommodation, electrical and telephone re-arrangements, partitioning, floor coverings, furniture repair and replacement, etc. as required from time to time as a result of revisions to operating methods (ie. departmental re-organizations, increased program responsibilities, etc.) numbers of staff and to overcome severly cramped and crowded quarters within some departments.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 100,000.00

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 100,000.00

   (d) ANNUAL CAPITAL FINANCING COST $ 17,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 170,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 100,000.00	2
- 1992	$ _____	_____
- 1993	$ _____	_____
- 1994	$ _____	_____
- 1995	$ _____	_____
- 1996 & after	$ _____	_____

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 2

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____

8. ADDITIONAL ANNUAL OPERATING COST: $ _____

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT: Not possible to finance charges for office requirements. Could result in extreme overcrowding to the point of being subject to Labour Department Review. The positive effects of alterations and modernization in terms of increased efficiency, productivity, occupant comfort and our image would be lost.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO ☐ YES ☒ - AT CITY'S COST OF $100,000.00
    - SCHEDULED TO START IN THE YEAR 1991

D. W. McCa...

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

October 22, 1990
Date

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department (Property Maintenance Division)

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Replacement of Pool Filtration System - Ryerson Recreation Centre

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To provide for the replacement of the Pool Filtration System and piping at Ryerson Recreation Centre. The system will have reached the end of its useful life by 1993. Mechanical component parts of the system can only be repaired and maintained to a certain extent following which entire replacement becomes necessary.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1993

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1993

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 250,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 250,000

   (d) ANNUAL CAPITAL FINANCING COST $ 42,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 420,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ _____	_____
- 1992	$ _____	_____
- 1993	$ 250,000	5
- 1994	$ _____	_____
- 1995	$ _____	_____
- 1996 & after	$ _____	_____
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		5

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____

8. ADDITIONAL ANNUAL OPERATING COST: $ _____

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Increased costs in maintaining present system, if in fact it can be maintained. Complete loss of programming time as a result of malfunctions. Possible health and safety considerations if replacement not undertaken.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [ ] YES [X] - AT CITY'S COST OF $ 250,000
    - SCHEDULED TO START IN THE YEAR 1993

D Cuthbertson
Signature of Department Head/Local Board Manager
(for Standing Committee)

October 22, 1990
Date

_____
Signature of C.A.O.
(for Finance & Administration Committee)

_____
Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Hamilton Housing Company Limited

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: To upgrade heating & electric system - Ada Pritchard Senior Citizens Apartments

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

   To upgrade the heating system and modernize the electrical system at the Ada Pritchard Senior Citizen Apartments

4. (a) PROJECT STARTING DATE (MONTH-YEAR): Spring 1992

   (b) PROJECT FINISHING DATE (MONTH-YEAR): August 1992

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: _____

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 530,000.00

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 530,000.00

   (d) ANNUAL CAPITAL FINANCING COST $ 90,000.00

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 900,000.00

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$ _____	_____
- 1992	$ 530,000.00	11
- 1993	$ _____	_____
- 1994	$ _____	_____
- 1995	$ _____	_____
- 1996 & after	$ _____	_____

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 11

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NIL

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

   Seniors may have to vacate buildings.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [X] YES [ ] - AT CITY'S COST OF $_____
    - SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager (for Standing Committee)

Oct 22/90
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Security Improvements - City Hall

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

   To provide for improvements in security at City Hall as recommended in a study prepared by the Hamilton-Wentworth Regional Police Department.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED:

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 100,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 100,000

   (d) ANNUAL CAPITAL FINANCING COST $ 17,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 170,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$ 100,000	2
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 2

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Security improvements at City Hall recommended by Hamilton-Wentworth Regional Police in their study of the building could not be implemented. Could result in personal security problems and loss/theft or damage to equipment and building.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [X] YES [ ] - AT CITY'S COST OF $
    - SCHEDULED TO START IN THE YEAR

D. Wilyce

Signature of Department Head/Local Board Manager
(for Standing Committee)

October 22, 1990
Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department (Real Estate Division)

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Property Purchases - General

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
From time to time, through any given year City Council will direct our department to purchase a specific property required for a Civic use. This property will not be funded by any other account. Because of the uncertainty of these items, an amount of $1,000,000 should be allocated in the reserve for that fiscal year.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1995

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: _____

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 7,400,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 7,400,000

   (d) ANNUAL CAPITAL FINANCING COST $ 1,257,000 NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 12,570,000

6. (a) YEAR OF EXPENDITURE
   - 1991 $ 2,600,000
   - 1992 $ 1,200,000
   - 1993 $ 1,200,000
   - 1994 $ 1,200,000
   - 1995 $ 1,200,000
   - 1996 & after $ _____

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: _____

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: unknown

8. ADDITIONAL ANNUAL OPERATING COST: $ unknown

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
The opportunity to purchase a property for municipal purposes would be lost if funds were not made available for this purpose.

10. HAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
NO [X] YES [ ] - AT CITY'S COST OF $_____
- SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager (for Standing Committee)

Oct 22, 1990.
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Construction costs for accommodation requirements - City Hall

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.: To provide for various alterations and modernization of office accommodation resulting from departmental re-organization, increased program responsibilities, number of staff and to overcome cramped and crowded quarters. To provide for a major renovation of City Hall which will not be short term improvements, but are meant to be long term, say for the next 30 years of life of the building and will include a number of improvements required for the building to meet the current Building Code.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1992

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1994

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 5,100,000.00

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 5,100,000.00

   (d) ANNUAL CAPITAL FINANCING COST $ 866,000.00 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 8,660,000.00

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$ _____	_____
- 1992	$ 100,000.00	2
- 1993	$ 3,000,000.00	60
- 1994	$ 2,000,000.00	40
- 1995	$ _____	_____
- 1996 & after	$ _____	_____

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 102

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____

8. ADDITIONAL ANNUAL OPERATING COST: $_____

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT: Not possible to finance charges for office requirements. Could result in extreme overcrowding to the point of being subject to Labour Department review. The positive effects of alterations and modernization in terms of increased efficiency, productivity, occupant comfort, image projected and safety would be lost.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [X] YES [ ] - AT CITY'S COST OF $_____
    - SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager (for Standing Committee)

October 22, 1990
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department (Property Maintenance Division)

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Energy Conservation Projects

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Various locations - energy savings retrofits.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 50,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 50,000

   (d) ANNUAL CAPITAL FINANCING COST $ 8,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 80,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 50,000	1
- 1992	$ _____	_____
- 1993	$ _____	_____
- 1994	$ _____	_____
- 1995	$ _____	_____
- 1996 & after	$ _____	_____
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		1

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____

8. ADDITIONAL ANNUAL OPERATING COST: $ _____

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Opportunity to reduce energy consumption and maintenance costs would be lost.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO ☐ YES ☐ - AT CITY'S COST OF $ _____
    - SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager
(for Standing Committee)

October 22, 1990
Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department (Property Maintenance Division)
2. (a) PROJECT NUMBER: _____
   (b) PROJECT NAME: Energy Conservation Projects
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Various locations-energy saving retrofits.

   (a) PROJECT STARTING DATE (MONTH-YEAR): 1992
   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1995
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 400,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) NET CITY'S COST: $ 400,000
   (d) ANNUAL CAPITAL FINANCING COST $ 68,000
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 680,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ _____	_____
- 1992	$ 100,000	2
- 1993	$ 100,000	2
- 1994	$ 100,000	2
- 1995	$ 100,000	2
- 1996 & after	$ _____	_____
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		8

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____
8. ADDITIONAL ANNUAL OPERATING COST: $_____
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Opportunity to reduce energy consumption and maintenance costs would be lost.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ☐ YES ☐ - AT CITY'S COST OF $_____
    - SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager
(for Standing Committee)

October 22, 1990
Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: TREASURY -- FINANCE DIVISION
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: OFFICE RENOVATIONS
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   REARRANGE AND RENOVATE TREASURY FINANCE DIVISION ON FIRST FLOOR OF CITY HALL TO ALLEVIATE OVERCROWDING, UNHEALTHY AND UNSAFE WORKING CONDITIONS; REQUIRES REPLACEMENT OF EXISTING FURNITURE AND FIXTURES TO ACCOMMODATE COMPUTERIZED WORKSTATIONS; REQUIRES MORE SPACE THAN IS PRESENTLY ALLOCATED; THE NEED IS GREAT FOR PRIVACY IN SOME SECTIONS IN DEALING WITH EMPLOYEES, THE PUBLIC; SUPPLIERS, ETC.
4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991 (ASAP)
   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1992
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 400,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ -
   (c) NET CITY'S COST: $ 400,000
   (d) ANNUAL CAPITAL FINANCING COST: $ 68,000
   (e) TOTAL CARRYING COST OF RETIRING DEBT: $ 680,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 200,000	
- 1992	$ 200,000	
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NONE
8. ADDITIONAL ANNUAL OPERATING COST: $ 0
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   CONTINUE TO WORK IN OVERCROWDED SURROUNDINGS WITH OUTMODED FURNITURE; EMPLOYEES HAVE NO MEETING ROOM, NO LUNCH ROOM AND NO PLEASANT SURROUNDINGS FOR EITHER EMPLOYEES OR VISITORS AS IS THE CASE IN ALMOST ALL OTHER CITY OR REGIONAL DEPARTMENTS.
   Note: This problem was recognized over 3 years ago but due to other priorities, Treasury's needs have not yet been satisfactorily dealt with. Finance Committee approved of the issue in October, 1987.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO [X] YES [ ] - AT CITY'S COST OF $
    - SCHEDULED TO START IN THE YEAR

E. L Lanktree
Signature of Department Head/Local Board Manager (for Standing Committee)

October 22/90
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Property Department (Property Maintenance Division)

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Major Maintenance to Civic Buildings

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
To provide for replacement of major building components such as roofs, lighting, heating plants, air-conditioners, structural repairs, etc. which require attention only occasionally during the life span of a building. Account also provides for major unforeseen repairs within our numerous buildings which arise unannounced throughout the year $300,000;
moving Information Systems computer $150,000
sprinkler system Central Services Building $300,000

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 750,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 750,000

   (d) ANNUAL CAPITAL FINANCING COST $ 127,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 1,270,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 750,000	6
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		6

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Could result in the closure of a civic building and cancellation of a program offered by the City. In less extremes, temporary repairs might suffice as a stop - gap measure before the ultimate permanent replacement is necessary.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $ 300,000
- SCHEDULED TO START IN THE YEAR 1991

D Wyce
Signature of Department Head/Local Board Manager
(for Standing Committee)

October 22, 1990
Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Hamilton Society for the Prevention of Cruelty to Animals
2. (a) PROJECT NUMBER: Capital Operating Grant - HSPCA
   (b) PROJECT NAME: _____
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Operating Capital Purchases - Motor Vehicles, Computer Equipment, Office Equipment, Mechanical Equipment.
4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1991
   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1995
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991 - 1995
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 266,694
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) NET CITY'S COST: $ 266,694
   (d) ANNUAL CAPITAL FINANCING COST $ 45,000 NO. OF PERSON YEARS CREATED
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 450,000

6. (a) YEAR OF EXPENDITURE

- 1991	$ 47,310	
- 1992	$ 50,149	
- 1993	$ 53,158	
- 1994	$ 56,348	
- 1995	$ 59,729	
- 1996 & after	$ _____	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: _____

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____
8. ADDITIONAL ANNUAL OPERATING COST: $_____
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Impairment of service level
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO [ ] YES [X] - AT CITY'S COST OF $_____
    - SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager (for Standing Committee)

October 22, 1990
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Hamilton Society for the Prevention of Cruelty to Animals
2. (a) PROJECT NUMBER: _____
   (b) PROJECT NAME: Facilities Construction - Capital Construction - Grant
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

   Facilities Construction

4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1991
   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1995
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1434 543
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) NET CITY'S COST: $ 1434 543
   (d) ANNUAL CAPITAL FINANCING COST $ 244,000
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 2,440,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 262,222	
- 1992	$ 274,023	
- 1993	$ 286,353	
- 1994	$ 299,239	
- 1995	$ 312,706	
- 1996 & ~~XXXXX~~	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____
8. ADDITIONAL ANNUAL OPERATING COST: $_____
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

   Ipairment of service level.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [ ] YES [X] - AT CITY'S COST OF $_____
    - SCHEDULED TO START IN THE YEAR _____

_____ _____
Signature of Department Head/Local Board Manager (for Standing Committee)

October 25, 1990
Date

_____
Signature of C.A.O.
(for Finance & Administration Committee)

_____
Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: GRANTS (TREASURY)
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: CAPITAL GRANT PROVISION
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   ANNUAL PROVISION TO FUND CAPITAL GRANTS FOR OUTSIDE ORGANIZATIONS - BALANCE OF UNALLOCATED FUNDS TO BE SET UP IN A RESERVE FOR CAPITAL GRANTS - ESTABLISHED BY GRANT POLICY WHICH WAS REVISED BY COUNCIL OCTOBER 30, 1990.
4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991
   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1996
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991 TO 1996
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 500,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ -
   (c) NET CITY'S COST: $ 500,000
   (d) ANNUAL CAPITAL FINANCING COST $ 85,000
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 850,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 100,000	
- 1992	$ 100,000	
- 1993	$ 100,000	
- 1994	$ 100,000	
- 1995	$ 100,000	
- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NIL
8. ADDITIONAL ANNUAL OPERATING COST: $ NIL
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   REDUCE ABILITY TO FUND CAPITAL GRANTS - FUNDING WOULD CONTINUE ON AD-HOC BASIS AND PROVIDE NO BASIS FOR PLANNED CAPITAL GRANTS.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO [X] YES [ ] - AT CITY'S COST OF $_____
    - SCHEDULED TO START IN THE YEAR _____

D. H. Beattie

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

OCTOBER 22, 1990
Date

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Fire

2. (a) PROJECT NUMBER: ___

   (b) PROJECT NAME: Fire Station, Upper Sherman and Fennell Land Acquisition

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To purchase land for the construction of a fire station in 1992 that would amalgamate two existing stations that are located on Upper Gage at Queensdale and on Upper Wentworth at Mohawk.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): February 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 800,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ ___

   (c) NET CITY'S COST: $ 800,000

   (d) ANNUAL CAPITAL FINANCING COST: $ 136,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT: $ 1,360,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 800,000	N/A
- 1992	$ ___	___
- 1993	$ ___	___
- 1994	$ ___	___
- 1995	$ ___	___
- 1996 & after	$ ___	___

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: N/A

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: See Project 018.0

8. ADDITIONAL ANNUAL OPERATING COST: $ N/A

9. EFFECTIVE REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Proposed amalgamation of services would be delayed until land acquisition and subsequent construction is completed.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO [ ] YES [X] - AT CITY'S COST OF $ 800,000
    - SCHEDULED TO START IN THE YEAR 1991

Signature of Department Head/Local Board Manager (Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

October 22, 1990
Date

Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Fire

2. (a) PROJECT NUMBER: ___

   (b) PROJECT NAME: Fire Station, Upper Sherman and Fennell
   Construction - replacing two stations

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To more centrally provide emergency fire protection in the area presently serviced by two fire stations that are located on Upper Gage at Queensdale and Upper Wentworth at Mohawk.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): April 1992

   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1992

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 3,100,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ ___

   (c) NET CITY'S COST: $ 3,100,000

   (d) ANNUAL CAPITAL FINANCING COST: $ 526,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT: $ 5,260,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$ ___	___
	- 1992	$ 3,100,000	60
	- 1993	$ ___	___
	- 1994	$ ___	___
	- 1995	$ ___	___
	- 1996 & after	$ ___	___
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			60

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: N/A

8. ADDITIONAL ANNUAL OPERATING COST: $ N/A

9. EFFECTIVE REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Proposed amalgamation of services would be delayed until an adequate facility is provided.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO [ ] YES [X] - AT CITY'S COST OF $ 2,650,000
    - SCHEDULED TO START IN THE YEAR 1992

Signature of Department Head/Local Board Manager (Standing Committee)

October 22, 1990
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

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City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Fire

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Public Safety Trunking Radio

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Improve integrated emergency radio communications for Fire, Public Works, Traffic, Police, area municipal fire, Region Engineers and Conservation Authority. Police, Region Engineers and Conservation Authority are not included in this Capital Budget submission.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): October 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): March 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 2,500,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 2,500,000

   (d) ANNUAL CAPITAL FINANCING COST: $ 425,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT: $ 4,250,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$ 250,000	N/A
	- 1992	$ 2,000,000	N/A
	- 1993	$ 250,000	N/A
	- 1994	$	
	- 1995	$	
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			N/A

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: N/A

8. ADDITIONAL ANNUAL OPERATING COST: (UNKNOWN AT THIS TIME) $

9. EFFECTIVE REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Impacts on total emergency communications system coordinated with Police, Public Works, Traffic, area municipality fire, Region Engineers and Conservation Authority.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [ ] YES [X] - AT CITY'S COST OF $ 2,250,000
    - SCHEDULED TO START IN THE YEAR 1991

Signature of Department Head/Local Board Manager (for Standing Committee)	Signature of C.A.O. (for Finance & Administration Committee)
October 22, 1990	
Date	Date

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City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Fire

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Computer Aided Dispatch

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Automated records data base which assists dispatchers with vehicle dispatch and records keeping. Emphasizing record retrieval of Hazardous Material, disabled persons location, response route problems, etc. The Computer Aided Dispatch, incorporating records function through all reporting stages. The Computer Aided Dispatch integrates with enhanced 911 functions and trunking radio functions.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): June 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,300,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 1,300,000

   (d) ANNUAL CAPITAL FINANCING COST: $ 221,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT: $ 2,210,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$ 1,100,000	N/A
	- 1992	$ 100,000	N/A
	- 1993	$ 100,000	N/A
	- 1994	$	
	- 1995	$	
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			N/A

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: N/A

8. ADDITIONAL ANNUAL OPERATING COST: (UNKNOWN AT THIS TIME) $ NOT IN 1991

9. EFFECTIVE REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Makes trunking radio system and emergency 911 projects less effective. Cumbersome manual records would continue to be maintained.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO [ ] YES [X] - AT CITY'S COST OF $ 1,100,000
    - SCHEDULED TO START IN THE YEAR 1991

Signature of Department Head/Local Board Manager (for Standing Committee)	Signature of C.A.O. (for Finance & Administration Committee)
October 22, 1990	
Date	Date

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City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Fire
2. (a) PROJECT NUMBER: _____
   (b) PROJECT NAME: Breathing Apparatus Conversion
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   The Self Contained Breathing Apparatus in use by Hamilton Fire Fighters requires upgrading. The new equipment is lighter (smaller bottles with the same air capacity) and also incorporates voice communication in the face piece. This will greatly improve the safety of the fire fighter who would be able to communicate under emergency conditions without removing the face piece.
4. (a) PROJECT STARTING DATE (MONTH-YEAR): April 1993
   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1993
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1993
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 750,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) NET CITY'S COST: $ 750,000
   (d) ANNUAL CAPITAL FINANCING COST: $ 127,000
   (e) TOTAL CARRYING COST OF RETIRING DEBT: $ 1,270,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ _____	_____
- 1992	$ _____	_____
- 1993	$ 750,000	N/A
- 1994	$ _____	_____
- 1995	$ _____	_____
- 1996 & after	$ _____	_____
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		N/A

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: N/A
8. ADDITIONAL ANNUAL OPERATING COST: (UNKNOWN AT THIS TIME) $_____
9. EFFECTIVE REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Existing breathing apparatus would continue to be utilized. A recommendation is expected from the National Fire Protection Association regarding this upgrade.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO [X] YES [ ] - AT CITY'S COST OF $_____
    - SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager (for Standing Committee)	Signature of C.A.O. (for Finance & Administration Committee)
October 22, 1990	
Date	Date

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City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Fire

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Replace Ray Street Fire Station
   Land Acquisition

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To purchase land for the relocation of Ray Street Fire Station
   This estimate does not include business loss (if applicable).

4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1995
   (b) PROJECT FINISHING DATE (MONTH-YEAR): September 1995
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1995

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,100,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 1,100,000
   (d) ANNUAL CAPITAL FINANCING COST: $ 187,000
   (e) TOTAL CARRYING COST OF RETIRING DEBT: $ 1,870,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$ 1,100,000	N/A
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: N/A

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: See Project 119.0

8. ADDITIONAL ANNUAL OPERATING COST: $ N/A

9. EFFECTIVE REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Unable to construct replacement fire station.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO [ ] YES [X] - AT CITY'S COST OF $ 1,100,000
    - SCHEDULED TO START IN THE YEAR 1995

Signature of Department Head/Local Board Manager (for Standing Committee)	Signature of C.A.O. (for Finance & Administration Committee)
October 22, 1990	
Date	Date

Rev. 90/09/18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Fire

2. (a) PROJECT NUMBER: --

   (b) PROJECT NAME: Replace Ray Street Fire Station Construction

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Construction of a fire station to replace outdated facility which opened in 1959.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): September 1995

   (b) PROJECT FINISHING DATE (MONTH-YEAR): April 1996

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1995

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 4,200,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 4,200,000

   (d) ANNUAL CAPITAL FINANCING COST: $ 713,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT: $ 7,130,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$ 3,000,000	40
- 1996 & after	$ 1,200,000	20

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 60

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: None

8. ADDITIONAL ANNUAL OPERATING COST: $ None

9. EFFECTIVE REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Continued use of outdated station.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [ ] YES [X] - AT CITY'S COST OF $ 3,500,000
    - SCHEDULED TO START IN THE YEAR 1995

Signature of Department Head/Local Board Manager (for Standing Committee)	Signature of C.A.O. (for Finance & Administration Committee)
October 22, 1990	
Date	Date

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City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Parking Authority

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: King Wm/Mary Decking - Joint Project

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   It is planned to invite interested parties to invest in the air rights over this carpark. From these proceeds the PARKING AUTHORITY could construct three (3) levels of parking which would add approximately 200 spaces to the existing 98 on this carpark now.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 3,500,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ 3,400,000

   (c) NET CITY'S COST: $ 100,000

   (d) ANNUAL CAPTAL FINANCING COST $ 17,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 170,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 3,500,000	40
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 40

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NIL

8. ADDITIONAL ANNUAL OPERATING COST: $ 100,000

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   This parking structure is needed to compensate for parking lost to Theatre Aquarius and for private carparks in the area waiting for other development.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO ☐ YES ☒ XX - AT CITY'S COST OF $ 100,00
    - SCHEDULED TO START IN THE YEAR 1990 (Project 032.0)

Signature of Department Head/Local Board Manager (for Standing Committee)

Oct 18/90
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

Rev. 90-09-18

55.0-57.0

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PARKING AUTHORITY

2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: LAND ACQUISITION _ GENERAL

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   This expenditure depends on the availablity of land and may be expanded in varying amounts. Of prime interest is the periphery of the Central Business District.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991
   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1995
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 2,000,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 2,000,000
   (d) ANNUAL CAPITAL FINANCING COST $ 340,000 — NO. OF PERSON YEARS CREATED
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 3,400,000

6. (a) YEAR OF EXPENDITURE

- 1991	$ 400,000	NIL
- 1992	$ 400,000	NIL
- 1993	$ 400,000	NIL
- 1994	$ 400,000	NIL
- 1995	$ 400,000	NIL
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NIL
8. ADDITIONAL ANNUAL OPERATING COST: $ NIL
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ☐ YES ☒XX - AT CITY'S COST OF $ 2,000,000
    - SCHEDULED TO START IN THE YEAR 1990 (Project 0310)

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

Oct 18/'90
Date

Date

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60.0-64.0

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PARKING AUTHORITY

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: UP GRADING OF EXISTING PARKING FACILITIES

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
This project will allow the continuing and necessary improvements to the existing facilities operated by the Authority. Items of a capital nature are required every few years. e.g. re-surfacing the facility, replacing fencing, purchasing new kiosks, installation of parking machines, sign upgrades, etc.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1995

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 500,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 500,000

   (d) ANNUAL CAPITAL FINANCING COST $ 85,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 850,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$ 100,000	2
	- 1992	$ 100,000	2
	- 1993	$ 100,000	2
	- 1994	$ 100,000	2
	- 1995	$ 100,000	2
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			10

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NIL

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
A delay or cancellation of this work would mean the carparks would begin to look run down, equipment would begin to malfunction, the image of the Authority would suffer, and the risk of liability claims for damage to private vehicles would increase.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [XX] - AT CITY'S COST OF $ 500,000
- SCHEDULED TO START IN THE YEAR 1990 (Project 028.0)

Signature of Department Head/Local Board Manager
(for Standing Committee)

Signature of C.A.O.
(for Finance & Administration Committee)

Oct 18/'90
Date

Date

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65.0-66.0

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PARKING AUTHORITY

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: STUDY & DESIGN OF EXISTING & FUTURE PARKING PROJECTS

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   The Parking Authority needs to be certain that the dollars it recommends spending to improve Hamilton Parking are spent in the most efficient way possible. Through the prudent use of consultants the Authority is able to achieve updated answers to questions concerning future parking needs, building design, and technological applications.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1992

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: _____

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 150,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 150,000

   (d) ANNUAL CAPITAL FINANCING COST $ 25,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 250,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$ 50,000	1
- 1992	$ 100,000	1
- 1993	$ _____	_____
- 1994	$ _____	_____
- 1995	$ _____	_____
- 1996 & after	$ _____	_____

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 2

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NIL

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Effective plans for parking have to be co-ordinated with the growth and changes in the city. Investment in planning properly is worth-while.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO ☐ YES ☒ XX - AT CITY'S COST OF $ 200,000
    - SCHEDULED TO START IN THE YEAR 1990 (Project 029.0)

Signature of Department Head/Local Board Manager (for Standing Committee)	Signature of C.A.O. (for Finance & Administration Committee)
Oct 18/'90	
Date	Date

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City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Parking Authority

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Underground Parking Deck - Board of Education

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   The Parking Authority could easily operate an extended underground facility to the west of its existing underground garage. In a very efficient manner the Authority could supply extra badly needed parking in this area of the Central Business District.
   Total spaces = 474

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 8,800,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 8,800,000

   (d) ANNUAL CAPITAL FINANCING COST $ NIL

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ NIL

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 8,800,000	100
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 100

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: NIL

8. ADDITIONAL ANNUAL OPERATING COST: $ 260,000

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Cost of this type of construction rise at approx 8-10% per annum. Delay can further aggravate the parking need in this area of the city.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO ☐ YES ☒ XX - AT CITY'S COST OF $ 8,800,000
    - SCHEDULED TO START IN THE YEAR 1991 (Project 0340)

Signature of Department Head/Local Board Manager (for Standing Committee)

Oct 18/90
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

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City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PARKING AUTHORITY

2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: PARKING DECK - GO TERMINUS

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
By the time the "GO" system is operational the Parking Authority plans to be in the position of being able to provide parking for the "GO" passenger who wishes to park near the terminal. At the same time, such a facility could also serve some of the business on James St. South. This carpark facility would be of a design which could allow a staged-in construction process.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1992
   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1992
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 3,000,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 3,000,000
   (d) ANNUAL CAPITAL FINANCING COST $ 509,000 — NO. OF PERSON YEARS CREATED
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 5,090,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$ 3,000,000	26
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 26

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: 1

8. ADDITIONAL ANNUAL OPERATING COST: $120,000

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Parking will be required adjacent the "GO" terminal. Also, there is the potential of the loss of substantial revenue by not proceeding.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
NO ☐ YES ☒ XX - AT CITY'S COST OF $2,500,000
- SCHEDULED TO START IN THE YEAR 1992 (Project 035.0)

Signature of Department Head/Local Board Manager
(for Standing Committee)

Signature of C.A.O.
(for Finance & Administration Committee)

Oct. 18/'90
Date

Date

Rev. 90-09-18

69.0

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PARKING AUTHORITY

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: MAIN/FERGUSON DECKING - JOINT PROJECT

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
The Parking Authority recognizes the need to increase it's inventory of parking spaces in this area. By inviting outside parties to participate in the acquisition of air rights it is planned to quadruple the available spaces to approximately 280 to 300 from the current 70.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1992

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1992

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 3,600,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ 3,500,000

   (c) NET CITY'S COST: $ 100,000

   (d) ANNUAL CAPITAL FINANCING COST $ 17,000 NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 170,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$ 3,600,000	41
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 41

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: 1

8. ADDITIONAL ANNUAL OPERATING COST: $ 100,000

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
The area in question needs parking in order to maintain commercial stablility in existing businesses and to attract other business to the area.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO ☐ YES ☒XX - AT CITY'S COST OF $ 100,000
- SCHEDULED TO START IN THE YEAR 1990 (Project 033.0)

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

Oct. 18/90
Date

Date

Rev. 90-09-18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PARKING AUTHORITY

2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: CITY HALL CARPARK DECK

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
In conjunction with the declining number of private parking spaces in the area, it is timely to increase the parking at City Hall. This parking deck would rise three (3) levels and supply a further 708 spaces from the current number available.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1992
   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1992
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 8,220,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 8,220,000
   (d) ANNUAL CAPITAL FINANCING COST $ NIL
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ NIL

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$ 8,220,000	83
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		83

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: 1
8. ADDITIONAL ANNUAL OPERATING COST: $ 240,000
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Jackson & Caroline is closed; the Bank of Montreal Building is soon to get underway; the "GO" Terminus is almost here. Pressure to provide replacement parking can only increase if this project is delayed.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
NO [ ] YES [XX] - AT CITY'S COST OF $ 8,220,000
- SCHEDULED TO START IN THE YEAR 1992 (Project 0360)

Signature of Department Head/Local Board Manager
(for Standing Committee)

Oct. 18/92
Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

Rev. 90-09-18

City of Hamilton
Treasury

1991–1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: PARKING AUTHORITY

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: PARKING STRUCTURE - SOUTHEAST QUADRANT

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
To construct a multi-level parking structure of approximately 650 stalls in the southeast quadrant to serve the parking needs of this growing retail and professional business sector of the Hamilton economy. On a site yet to be determined this facility will serve in part as an "anchor" to encourage the continuing influx of business dollars into this crucial area. It will also complement the transportation sector by being available to those persons who may wish to transfer to the "GO" train service.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1993

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1993

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 8,000,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 8,000,000

   (d) ANNUAL CAPITAL FINANCING COST $ NIL

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ NIL

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$	
- 1993	$ 8,000,000	81
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: 81

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: 6

8. ADDITIONAL ANNUAL OPERATING COST: $ 450,000

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Delay in the construction can only mean a more expensive cost to the City in the future. Presently the cost per stall is approximatley $10,000 for this type of facility. Secondly, the squeeze on parking will be more pronounced by 1991 especially with neighboring private carparks being used for development.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [XX] - AT CITY'S COST OF $ 8,000,000
- SCHEDULED TO START IN THE YEAR

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

Oct. 18/'90
Date

Date

Rev. 90-09-18

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Corporate - HECFI

2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Automated Facility Management System

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
This computer system will automate the Hamilton Convention Centre, Hamilton Place Theatre and Copps Coliseum from Sales calls to Event Management to Event Settlement. The purchase of such a system may also benefit the City's Parks and Recreation Department with its arenas, rec centres, etc. If both parties benefit from this project a cost sharing arrangement will be sought reducing HECFI's overall cost on this project.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 01/1991
   (b) PROJECT FINISHING DATE (MONTH-YEAR): 12/1992
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 75,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 75,000
   (d) ANNUAL CAPITAL FINANCING COST $ 13,000 — NO. OF PERSON YEARS CREATED
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 130,000

6. (a) YEAR OF EXPENDITURE
   - 1991 $ ~~75,000~~
   - 1992 $ —
   - 1993 $
   - 1994 $
   - 1995 $
   - 1996 & after $

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: ~~$50,000~~

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Inefficiencies may result which may adversely effect service to our clients.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
NO [ ] YES [XX] - AT CITY'S COST OF $75,000
- SCHEDULED TO START IN THE YEAR 1990

Signature of Department Head/Local Board Manager
(for Standing Committee)

Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: Corporate - HECFI

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Equipment, Furniture and Renovations

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

In 1993, a provision is being made for equipment, furniture and renovations for the Corporate Department. In 3 years existing equipment is anticipated to require replacement.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1993

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1993

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 50,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 50,000

   (d) ANNUAL CAPITAL FINANCING COST $ 8,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 80,000

6. (a) YEAR OF EXPENDITURE
   - 1991 $
   - 1992 $
   - 1993 $ 50,000
   - 1994 $
   - 1995 $
   - 1996 & after $

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT

8. ADDITIONAL ANNUAL OPERATING COST: $

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT

Necessary equipment replacement can not be accomplished which will result in staff inefficiencies and deteriorating working conditions.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO ___ YES xxx - AT CITY'S COST OF $ 50,000
- SCHEDULED TO START IN THE YEAR 1993

Signature of Department Head/Local Board Manager (for Standing Committee)

Oct 16, 1996
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

147.0

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: COPPS COLISEUM/H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Display Advertising Panels

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

Supply and install backlighted display advertising panels to be located on concourse level and entrance/exit areas.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 50,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS $

   (c) NET CITY'S COST: $ 50,000

   (d) ANNUAL CAPITAL FINANCING COST $ 8,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 80,000

6. (a) YEAR OF EXPENDITURE

- 1991	$ 25,000	
- 1992	$	
- 1993	$ 25,000	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ 1,000

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

Valuable source of advertising revenue would not be created.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $ 100,000
- SCHEDULED TO START IN THE YEAR 1990

Signature of Department Head/Local Board Manager (for Standing Committee)

Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: COPPS COLISEUM/H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Various Capital Revisions/Replacements for Building and equipment

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

Allowance for various capital revisions and replacements for building i.e. carpet, seating, ice covering, miscellaneous renovations; and equipment i.e. forklifts, radios, ice resurfacing machinery, cleaning equipment.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1995

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 250,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 250,000

   (d) ANNUAL CAPITAL FINANCING COST $ 42,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 420,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$ 75,000	
- 1992	$ 75,000	
- 1993	$ 50,000	
- 1994	$ 50,000	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

Building and equipment revision /replacement allowance would not be available, resulting in higher maintenance and future replacement costs.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $ 225,000 - SCHEDULED TO START IN THE YEAR 1991

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

Date

Date

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CENTRAL UTILITIES PLANT (CITY HALL) / H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: City Hall - Fan Plenum Retrofit

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

Replace deteriorating sections of supply air fan plenums; repair insulation on plenum exterior; repair/replace steam and chilled water coils as necessary. Deterioration resulting from age and caused by water spray humidification systems which have since been rendered inoperable.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 150,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 150,000

   (d) ANNUAL CAPITAL FINANCING COST $25,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $250,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$ 90,000	
- 1992	$	
- 1993	$ 60,000	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

Degree of deterioration will increase making retrofit impossible and thus resulting in major capital replacement.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $ 170,000
- SCHEDULED TO START IN THE YEAR 1990

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

Date

Date

151,0

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CENTRAL UTILITIES PLANT (HAMILTON CONVENTION CENTRE) / H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Hamilton Convention Centre - Lighting Control

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

Supply and installation of low voltage lighting control system so as to afford more efficient and effective operation of lighting systems. Selected interior and exterior lighting circuits to be separated so as to allow individual manual and/or programmed control.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): June 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): October 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 25,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 25,000

   (d) ANNUAL CAPITAL FINANCING COST $ 4,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 40,000

6. (a) YEAR OF EXPENDITURE

- 1991	$ 25,000	
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

Energy cost savings resulting from reduced electrical consumption and estimated at $15,000.00 annually would not be realized.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $ 25,000.00
- SCHEDULED TO START IN THE YEAR 1991

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

Date

Date

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CENTRAL UTILITIES PLANT (CITY HALL) / H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: City Hall - Additional Transformer

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC :

As a result of numerous additions to the building infrastructure i.e. office renovations, computer and office equipment, injected steam humidification units, the existing transformer is loaded to its capacity. A new 1500 KVA transformer will be installed so as to alleviate this condition.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): May 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 50,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST $ 50,000

   (d) ANNUAL CAPITAL FINANCING COST $ 8,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 80,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 50,000	
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

Potential overloading of existing transformer station resulting in power outage to facility systems and equipment.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $ 50,000
- SCHEDULED TO START IN THE YEAR 1991

Signature of Department Head/Local Board Manager (for Standing Committee)

Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

153.0

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CENTRAL UTILITIES PLANT / H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: C.U.P. -Various Capital Replacements/Revisions; New Equipment

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC :

Allowance for various Capital replacements and revisions; new equipment pertaining to mechanical and electrical systems; equipment and components in C.U.P. and C.U.P. serviced facilities.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): April 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1995

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 350,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   NET CITY'S COST: $ 350,000

   (d) ANNUAL CAPITAL FINANCING COST $ 59,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 590,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$ 70,000	
- 1992	$ 70,000	
- 1993	$ 70,000	
- 1994	$ 70,000	
- 1995	$ 70,000	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

Allowance for various replacements/revisions would not be available, resulting in increased maintenance and future replacement costs.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $- 280,000 -
- SCHEDULED TO START IN THE YEAR 1991

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

Date

Date

154.0

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CENTRAL UTILITIES PLANT (COPPS COLISEUM)/H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Steam to Hot Water Conversion

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
Conversion of the existing steam heating system utilized for area heating, coil protection and domestic hot water generation to hot water so as to provide reduction in both operating and maintenance costs and increase equipment longevity. Retrofit will eliminate steam equipment i.e. traps, pumps, feedwater treatment stations and will require piping, valve, and pump modifications.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): May 1994

   (b) PROJECT FINISHING DATE (MONTH-YEAR): August 1994

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1994

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 190,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 190,000

   (d) ANNUAL CAPITAL FINANCING COST $ 32,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 320,000

6. (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$	
- 1993	$	
- 1994	$ 190,000	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ NIL

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Cost avoidance as determined through consultant's feasibility study i.e. $19,200.00 annually (1988 $), would not be realized

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $ 190,000
- SCHEDULED TO START IN THE YEAR 1994

John Ireland
Signature of Department Head/Local Board Manager
(for Standing Committee)

Date

Jake Massaloo
Signature of C.A.O.
(for Finance & Administration Committee)

Date

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CENTRAL UTILITIES PLANT (CITY HALL)/H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: City Hall - Provision of Stand Alone Boilers for Hot Water Generation

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

Provide individual stand alone natural gas boilers for; a) domestic hot water generation and b) vehicle wash water generation, thereby reducing/eliminating the need to operate the older and inefficient coil tube boilers for these specific purposes.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): May 1992

   (b) PROJECT FINISHING DATE (MONTH-YEAR): October 1992

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 100,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 100,000

   (d) ANNUAL CAPITAL FINANCING COST $ 17,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 170,000

6. (a) YEAR OF EXPENDITURE
   - 1991 $
   - 1992 $ 100,000
   - 1993 $
   - 1994 $
   - 1995 $
   - 1996 & after $

   (b) TOTAL NUMBER OF PERSON YEARS CREATED

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ 8,000.

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT

Energy cost savings from reduced natural gas consumption and estimated at $20,000 annually would not be achieved.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $ 100,000 - SCHEDULED TO START IN THE YEAR 1992

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O (for Finance & Administration Committee)

Date

Date

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: CENTRAL UTILITIES PLANT / H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: C.U.P. - Building Automation System Upgrade

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC

Upgrading of existing building automation system to keep abreast of current technology. Upgrading to consist of additional DPS 640 mini computer dedicated to the maintenance manager aspect of the system. New mini computer to be interfaced to the existing so as to increase system effectiveness and efficiency.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1995

   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 1995

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1995

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 150,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS $

   (c) NET CITY'S COST $ 150,000

   (d) ANNUAL CAPITAL FINANCING COST $ 25,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 250,000

6. (a) YEAR OF EXPENDITURE

- 1991	$	
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$ 150,000	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ 10,000

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT

Failure to upgrade existing system to keep abreast of current technology will result in system obsolescence and higher future replacement cost.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [X] YES [ ] - AT CITY'S COST OF $

- SCHEDULED TO START IN THE YEAR

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O (for Finance & Administration Committee)

Date

Date

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1 DEPARTMENT/LOCAL BOARD: HAMILTON PLACE/H.E.C.F.I.

2 (a) PROJECT NUMBER:

(b) PROJECT NAME: Sprinkler System

3 DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.
The Fire Department has recommended that the public areas of Hamilton Place be equipped with sprinklers

4 (a) PROJECT STARTING DATE - MONTH-YEAR: 1991

(b) PROJECT FINISHING DATE - MONTH-YEAR: 1991

(c) HELP ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5 (a) GROSS COST OF PROJECT

IN YEAR-OF-START DOLLARS: $ 840,000

LESS SUBSIDIES NOT INCLUDED: $

840,000

(d) ANNUAL CAPITAL FINANCING COST: $143,000

(e) TOTAL CARRYING COST OF RETIRING DEBT: $1,430,000

NO. OF PERSON YEARS CREATED

6 (a) YEAR OF EXPENDITURE - 1991: $ 840,000

- 1992: $

- 1993: $

- 1994: $

- 1995: $

- 1996 & after: $

(b) TOTAL NUMBER OF PERSON YEARS CREATED

7 ADDITIONAL JOBS TO BE CREATED BY THE PROJECT

(b) ANNUAL OPERATING COST

8 EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT
Safety level to our patrons is greatly reduced.

10 WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO X YES — AT CITY'S COST OF $

— SCHEDULED TO START IN THE YEAR

Signature of Department Head/Local Board Manager
(for Standing Committee)

Oct. 17/90
Date

Signature of C.A.O.
(for Finance & Administration Committee)

Date

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1 DEPARTMENT/LOCAL BOARD: HAMILTON PLACE/H.E.C.F.I.

2 (a) PROJECT NUMBER: Studio Theatre Equipment and Chairs

(b) PROJECT NAME:

3 DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.
Risers, chairs, lighting and sound equipment are in need of replacement because they will have exceeded their normal life expectancy in 1991, 1992 and 1993.

4 (a) PROJECT STARTING DATE (MONTH-YEAR): 1991 - 1993

(b) PROJECT FINISHING DATE (MONTH-YEAR): 1991 - 1993

(c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991 - 1993

5 (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 250,000

(b) LESS SUBSIDIES AND OTHER RECEIPTS: $

(c) NET CITY COST: $ 250,000

(d) ANNUAL CAPITAL FINANCING COST $ 42,000 — NO. OF PERSON YEARS CREATED

(e) TOTAL CARRYING COST OF RETIRING DEBT $ 420,000

6 (a) YEAR OF EXPENDITURE

		NO. OF PERSON YEARS CREATED
- 1991	$ 80,000	
- 1992	$ 32,000	
- 1993	$ 138,000	
- 1994	$	
- 1995	$	
- 1996 & after	$	

(b) TOTAL NUMBER OF PERSON YEARS CREATED:

7 ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8 ADDITIONAL ANNUAL OPERATING COST: $

9 EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT
The risers and chairs have exceeded their life expectancy and will become unsafe to use. The lighting and sound equipment are becoming unreliable and will detract from the performance.

10 WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO ___ YES X - AT CITY'S COST OF $
- SCHEDULED TO START IN THE YEAR

Signature of Department Head/Local Board Manager (for Standing Committee)

Oct. 18/90
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

City of Hamilton
Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PLACE/H.E.C.F.I.

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Great Hall Sound & Lighting Equipment and Chairs (Mechanical)

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Sound Equipment - $53,000 - This represents an upgrading to industry standards replacing equipment that has become obsolete; **Lighting Equipment** - $30,000 - This will replace instruments that have worn out; **Chairs (mechanical)** - $500,000 - The frames that the chairs sit on are the originals and are now seventeen years old. They will have to be replaced by 1993.

4. (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

   (b) PROJECT FINISHING DATE (MONTH-YEAR): 1993

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991 - 1993

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 583,000.

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: _____

   NET CITY'S COST: $ 583,000

   (d) ANNUAL CAPITAL FINANCING COST $ 99,000 — NO. OF PERSON YEARS CREATED

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 990,000

6. (a) YEAR OF EXPENDITURE

- 1991	$ 83,000	
- 1992	$	
- 1993	$ 500,000	
- 1994	$	
- 1995	$	
- 1996 & after	$	

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: _____

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____

8. ADDITIONAL ANNUAL OPERATING COST: $ _____

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   The sound and lighting equipment has become obsolete and is breaking down frequently. The chair frames and their mechanics are continuously falling apart and in need of repair.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

    NO [XX] YES [ ] - AT CITY'S COST OF $ _____
    - SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager (for Standing Committee)

Oct. 18/90
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

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Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1 DEPARTMENT/LOCAL BOARD: HAMILTON PLACE/H.E.C.F.I.

2 (a) PROJECT NUMBER:

(b) PROJECT NAME: VARIOUS EQUIPMENT AND RENOVATIONS

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.

SEE ATTACHED SHEET

4 (a) PROJECT STARTING DATE (MONTH-YEAR): 1991 - 199

(b) PROJECT FINISHING DATE (MONTH-YEAR): 1991 - 199

(c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991 - 1993

5 (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 175,000

(b) LESS SUBSIDIES AND OTHER RECEIPTS: $

(c) $ 175,000

(d) ANNUAL CAPITAL FINANCING COST: $ 30,000

(e) TOTAL CARRYING COST OF RETIRING DEBT: $ 300,000

6 (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 65,000	
- 1992	$ 50,000	
- 1993	$ 60,000	
- 1994	$	
- 1995	$	
- 1996 & after	$	

(b) TOTAL NUMBER OF PERSON YEARS CREATED

7 ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

ADDITIONAL ANNUAL OPERATING COST: $

8 EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT

Delay or elimination of these projects will reduce the level of service to our patrons and thereby reduce their return to events. A reduction in revenue will be the net result.

10 WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO ____ YES XX - AT CITY'S COST OF $ 85,000

→ - SCHEDULED TO START IN THE YEAR ____

Signature of Department Head/Local Board Manager (for Standing Committee)

Oct. 18/90
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

Rev. 90/09/18

1991 - 1995 CAPITAL BUDGET

INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM - Addendum

3. Various Equipment Purchases - Detailed Description

1991 ($20,000) and 1992 ($20,000)	Ice machine and beer coolers to service Great Hall patrons.
1991 ($45,000)	New drapes for meeting rooms and offices; tiling and painting of the Great Hall floor; new wheelchairs; bar optics and ice dolly; tables, easels and flip-charts for meeting rooms.
1992 ($30,000)	Fork lift
1993 ($60,000)	Seat wagon repairs ($50,000) and exit lights ($10,000).

Treasury

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT LOCAL BOARD: HAMILTON PLACE/H.E.C.F.I.

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: Disabled Access Improvements

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.
Improvements for better access for the disabled have been long overdue. Several areas have been identified as needing improvements and include: Interior Ramp - $5,000,

4. (a) PROJECT STARTING DATE - MONTH-YEAR: 1991

   (b) PROJECT FINISHING DATE - MONTH-YEAR: 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT

   IN YEAR-OF-START DOLLARS: $ 5,000

   [illegible]: $

   $ 5,000

   (d) ANNUAL CAPITAL FINANCING COST: $ 1,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT: $ 10,000

6. (a) YEAR OF EXPENDITURE	$	NO. OF PERSON YEARS CREATED
- 1991	5,000	
- 1992		
- 1993		
- 1994		
- 1995		
- 1996 & after		

(b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

   [illegible]:

8. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT
Further inconvenience will be caused to disabled patrons

9. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

   NO X YES ___ - AT CITY'S COST OF ___

   - SCHEDULED TO START IN THE YEAR ___

Signature of Department Head Local Board Manager (for Standing Committee)

Est. 18/90
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON CONVENTION CENTRE DIVISION - HECFI

2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: EQUIPMENT AND RENOVATIONS

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

To replace equipment that has exceeded its life cycle, and to proceed with renovations to improve the appearance of the facility. This includes the gradual replacement of banquet chairs from 1993 to 1995 and replacement of the hot water tank in 1994.

4 (a) PROJECT STARTING DATE (MONTH-YEAR): 1991

(b) PROJECT FINISHING DATE (MONTH-YEAR): 1995

(c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991-95

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 200,000

(b) LESS SUBSIDIES AND OTHER RECEIPTS: $

(c) NET CITY'S COST: $ 200,000

(d) ANNUAL CAPITAL FINANCING COST $ 34,000

(e) TOTAL CARRYING COST OF RETIRING DEBT $ 340,000

6 (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 10,000	
- 1992	$ 50,000	
- 1993	$ 75,000	
- 1994	$ 40,000	
- 1995	$ 25,000	
- 1996 & after	$	

(b) TOTAL NUMBER OF PERSON YEARS CREATED: n/a

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: n/a

8. ADDITIONAL ANNUAL OPERATING COST: $ n/a

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

Appearance of the facility will continue to deteriorate and the equipment will become inoperable.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?

NO [ ] YES [X] - AT CITY'S COST OF $ 580,000
- SCHEDULED TO START IN THIS YEAR 1991

Signature of Department Head/Local Board Manager (for Standing Committee)

October 26, 1990
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Office Automation - 1991 Phase
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Purchase seven (7) microcomputers, workstation furniture and a variety of software packages to extend office automation.
   Office automation will improve internal efficiency, control associated staff costs and improve forecasting ability by supporting word processing, spread sheets, database creation and manipulation, calendaring and inter-office mail within the Library and with City Hall.
4. (a) PROJECT STARTING DATE: 1991
   (b) PROJECT FINISHING DATE: 1991
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 75,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 75,000
   (d) ANNUAL CAPITAL FINANCING COST $ 12,800
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 128,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$ 75,000	
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $ 6,000
   Service/Repairs $4,000; Operating Supplies $2,000
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Failure to realize potential efficiencies, cost control and improved forecasting abilities. Inability to realize full potential of microcomputeres alreading in place.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ____ YES ____ - AT CITY'S COST OF $ 81,000
    - SCHEDULED TO START IN THE YEAR 1991

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (For Finance & Administration Committee)

Date

Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Office Automation - 1992 Phase
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Purchase seven (7) microcomputers, workstation furniture and a variety of software packages to extend office automation.
   Office automation will improve internal efficiency, control associated staff costs and improve forecasting ability by supporting word processing, spread sheets, database creation and manipulation, calendaring and inter-office mail within the Library and with City Hall.

4. (a) PROJECT STARTING DATE: 1992
   (b) PROJECT FINISHING DATE: 1992
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 81,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 81,000
   (d) ANNUAL CAPITAL FINANCING COST $ 14,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 140,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$ 81,000	
- 1993	$	
- 1994	$	
- 1995	$	
- 1996 & after	$	

(b) TOTAL NUMBER OF PERSON YEARS CREATED:

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:

8. ADDITIONAL ANNUAL OPERATING COST: $ 6,000
   Service/Repairs $4,000; Operating Supplies $2,000

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Failure to realize potential efficiencies, cost control and improved forecasting abilities. Inability to realize full potential of microcomputeres alreading in place.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ____ YES X - AT CITY'S COST OF $ 86,000
    - SCHEDULED TO START IN THE YEAR 1992

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (For Finance & Administration Committee)

Date

Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER: _____
   (b) PROJECT NAME: Automation and Collection Access - Phase III
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   This project will improve access to the Library's collection using DOBIS or a replacement automated system, microcomputers and CD-ROM microcomputer systems singly or in combination.

   The 1991 phase will consist of $139,500 to upgrade/enhance HPL's automated system; $63,500 to purchase ten (10) Public Access Catalog workstations and $20,000 to purchase CD-ROM workstations and indexs for Terryberry and Central.

4. (a) PROJECT STARTING DATE: June 1991
   (b) PROJECT FINISHING DATE: Dec 1991
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 223,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) NET CITY'S COST: $ 223,000
   (d) ANNUAL CAPITAL FINANCING COST $ 38,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 380,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$ 223,000	
	- 1992	$	
	- 1993	$	
	- 1994	$	
	- 1995	$	
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____
8. ADDITIONAL ANNUAL OPERATING COST: $ 25,000
   Telephone lines $1,400; Mastering costs $16,000; Licence fees $6,000; Supplies 1,600
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Inability to use the appropriate technology to improve access to Library's collections, improve service to patrons, and control staff and other costs through the application of automation.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ____ YES X - AT CITY'S COST OF $ Note ***
    - SCHEDULED TO START IN THE YEAR 1991

****Note *** Included in last year's approved capital budget as part of a larger project description totalling $774,000 which has since been revised to place more emphasis on information access and retrieval through on-line and compact disk technology and all revised individual projects total $761,000.*

_____
Signature of Department Head/Local Board Manager (for Standing Committee)

_____
Date

_____
Signature of C.A.O. (For Finance & Administration Committee)

_____
Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Automation and Collection Access - Phase IV
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   This project will improve access to the Library's collection utilizing, micromputers and CD-Room microcomputer systems singly or in combination.

   The 1992 phase will consist of $68,000 to purchase ten (10) Public Access Catalog workstations; $49,000 for a Media Booking System and $34,000 to strengthen on-line and compact disk collections and equipment for the Career Resource and Community Literacy Centres.

4. (a) PROJECT STARTING DATE: April 1992
   (b) PROJECT FINISHING DATE: Dec 1992
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 151,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 151,000
   (d) ANNUAL CAPITAL FINANCING COST $ 26,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 260,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$	
	- 1992	$ 151,000	
	- 1993	$	
	- 1994	$	
	- 1995	$	
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $ 23,000
   Mastering costs $17,000; Licencing fees $4,000; Supplies $2,000
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Inability to use the appropriate technology to improve access to Library's collections, improve service to patrons, and control staff and other costs through the application of automation.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ____ YES X - AT CITY'S COST OF $ Note ***
    - SCHEDULED TO START IN THE YEAR 1992

****Note *** Included in last year's approved capital budget as part of a larger project description totalling $774,000 which has since been revised to place more emphasis on information access and retrieval through on-line and compact disk technology and all revised individual projects total $761,000.*

Signature of Department Head/Local Board Manager (for Standing Committee)

Date

Signature of C.A.O. (For Finance & Administration Committee)

Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Automation and Collection Access - Phase V
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   This project will improve access to the Library's collection utilizing, micromputers and CD-Room microcomputer systems singly or in combination.

   The 1993 phase will consist of $146,000 to purchase twenty (20) Public Access Catalog workstations and $11,000 to install a CD-ROM workstation and purchase indexes for the Children's and Resource Centre for Disabled Persons Departments
4. (a) PROJECT STARTING DATE: May 1993
   (b) PROJECT FINISHING DATE: Dec 1993
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1993
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 157,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 157,000
   (d) ANNUAL CAPITAL FINANCING COST $ 27,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 270,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$	
	- 1992	$	
	- 1993	$ 157,000	
	- 1994	$	
	- 1995	$	
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $ 12,000
   Licencing fees $8,000; Supplies $4,000
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Inability to use the appropriate technology to improve access to the Library's collections, improve service to patrons, and control staff and other costs through the application of automation.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ..... YES X - AT CITY'S COST OF $ Note ***
    - SCHEDULED TO START IN THE YEAR 1993

****Note *** Included in last year's approved capital budget as part of a larger project description totalling $774,000 which has since been revised to place more emphasis on information access and retrieval through on-line and compact disk technology and all revised individual projects total $761,000.*

Signature of Department Head/Local Board Manager (for Standing Committee)

Date

Signature of C.A.O. (For Finance & Administration Committee)

Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Automation and Collection Access - Phase VI
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   This project will improve access to the Library's collection utilizing, micromputers and CD-Room microcomputer systems singly or in combination.

   The 1994 phase will consist of $164,000 to purchase twenty-one (21) Public Access Catalog workstations and $65,500 to refurbish Central and Branch CD-ROM and online index services

4. (a) PROJECT STARTING DATE: May 1994
   (b) PROJECT FINISHING DATE: Dec 1994
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1994
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 230,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 230,000
   (d) ANNUAL CAPITAL FINANCING COST $ 39,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 390,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$	
	- 1992	$	
	- 1993	$	
	- 1994	$ 230,000	
	- 1995	$	
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $ 13,000
   Licencing Fees $8,000; Supplies $5,000
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Inability to use the appropriate technology to improve access to Library's collections, improve service to patrons, and control staff and other costs through the application of automation.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ____ YES X - AT CITY'S COST OF $ Note ***
    - SCHEDULED TO START IN THE YEAR 1994

****Note *** Included in last year's approved capital budget as part of a larger project description totalling $774,000 which has since been revised to place more emphasis on information access and retrieval through on-line and compact disk technology and all revised individual projects total $761,000.*

Signature of Department Head/Local Board Manager
(for Standing Committee)

Date

Signature of C.A.O.
(For Finance & Administration Committee)

Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Automation and Collection Access - Phase VII
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   This project will improve access to the Library's collection utilizing, CD-Room microcomputer systems.

   The 1995 phase will consist of $175,500 to purchase twenty-one (21) Public Access Catalog workstations.

4. (a) PROJECT STARTING DATE: May 1995
   (b) PROJECT FINISHING DATE: Dec 1995
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1995
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 176,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 176,000
   (d) ANNUAL CAPITAL FINANCING COST $ 30,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 300,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$	
	- 1992	$	
	- 1993	$	
	- 1994	$	
	- 1995	$ 176,000	
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $ 14,000
   Licencing Fees $9,000; Supplies $5,000
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Inability to use the appropriate technology to improve access to Library's collections, improve service to patrons, and control staff and other costs through the application of automation.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO X YES - AT CITY'S COST OF $
    - SCHEDULED TO START IN THE YEAR

Phase VII is a new project which will build upon the installation of Public Access Catalogues described in Phases III to VI of the Automation and Collection Access Project.

Signature of Department Head/Local Board Manager (for Standing Committee)

Date

Signature of C.A.O. (For Finance & Administration Committee)

Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY

2. (a) PROJECT NUMBER: _____

   (b) PROJECT NAME: Land Acquisition - South West Mountain

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Purchase one (1) acre of land on the south west Hamilton Mountain for future library branch construction.

4. (a) PROJECT STARTING DATE: 1991

   (b) PROJECT FINISHING DATE: 1991

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1991

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 600,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____

   (c) NET CITY'S COST: $ 600,000

   (d) ANNUAL CAPITAL FINANCING COST $ 102,000

   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 1,020,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$ 600,000	_____
	- 1992	$ _____	_____
	- 1993	$ _____	_____
	- 1994	$ _____	_____
	- 1995	$ _____	_____
	- 1996 & after	$ _____	_____
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			_____

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____

8. ADDITIONAL ANNUAL OPERATING COST: $ _____

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Land to build future branch may not be available at the time branch library to be built. Land costs may be substantially greater.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO X YES ____ - AT CITY'S COST OF $ _____
    - SCHEDULED TO START IN THE YEAR _____

_____
Signature of Department Head/Local Board Manager
(for Standing Committee)

_____
Signature of C.A.O.
(For Finance & Administration Committee)

_____
Date

_____
Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER: 31001
   (b) PROJECT NAME: Concession Library
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To expand the Concession Library in 1992 from 3,373 square feet to 8,380 square feet by building a two storey addition and renovating the existing premises. The expansion will permit for a more efficient arrangement and housing of materials, provide a much needed meeting and programme area and make the branch accessible and barrier free.
4. (a) PROJECT STARTING DATE: 1992
   (b) PROJECT FINISHING DATE: 1993
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,264,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 1,264,000
   (d) ANNUAL CAPITAL FINANCING COST $ 215,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 2,150,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$	
	- 1992	$ 1,264,000	
	- 1993	$	
	- 1994	$	
	- 1995	$	
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $ 34,000
   Pages/Shelfreaders $4,000; Maintenance and overhead $30,000.
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   The Branch will be unable to meet the current and future service needs of Central Mountain residents.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ____ YES X - AT CITY'S COST OF $ 1,107,000
    - SCHEDULED TO START IN THE YEAR 1992

In 1990, this project was submitted with a 1991 start date. It was deferred to 1992 without the opportunity to recost.

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (For Finance & Administration Committee)

Date

Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER: _____
   (b) PROJECT NAME: New Branch Construction - South East Mountain
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To construct, furnish and supply a library branch to supply the needs of Hamilton residents residing in the South Central/East Mountain area.
4. (a) PROJECT STARTING DATE: September 1995
   (b) PROJECT FINISHING DATE: June 1996
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1995
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 6,425,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) NET CITY'S COST: $ 6,425,000
   ****Note** Costs estimated pending Architect's report*
   (d) ANNUAL CAPITAL FINANCING COST $ 1,091,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 10,910,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$ _____	_____
	- 1992	$ _____	_____
	- 1993	$ _____	_____
	- 1994	$ _____	_____
	- 1995	$ 6,425,000	_____
	- 1996 & after	$ _____	_____
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			_____

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____
8. ADDITIONAL ANNUAL OPERATING COST: $ 823,000
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Residents on the South Central/East Mountain will receive marginal library service.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO X YES ____ - AT CITY'S COST OF $ _____
    - SCHEDULED TO START IN THE YEAR _____

_____
Signature of Department Head/Local Board Manager (for Standing Committee)

_____
Signature of C.A.O. (For Finance & Administration Committee)

_____
Date

_____
Date

City of Hamilton
Treasury

90/11/20

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: Collection Development
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   The Library Board is conducting a needs assessment of the Central Library. It is expected the study will indicate than an increase in the Library collection will be required in the areas of business, multilingual, health and environment.
   Branch Libraries also require additional funds to strengthen collections in in particular reference, literacy and children's material. Approximately 33% $100,000 per year to be spent on branch collections.
4. (a) PROJECT STARTING DATE: 1995
   (b) PROJECT FINISHING DATE: 1999
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1995
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,482,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 1,482,000
   (d) ANNUAL CAPITAL FINANCING COST $ 252,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 2,520,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1991	$	
- 1992	$	
- 1993	$	
- 1994	$	
- 1995	$ 271,000	
- 1996 & after	$ 1,211,000	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		0

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: 0
8. ADDITIONAL ANNUAL OPERATING COST: $ 0
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   In ability of the Library system to meet the reading/informational needs of its users. Central library will not be able to adequately serve as the Resource Library for the Hamilton-Wentworth Region.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ____ YES X - AT CITY'S COST OF $ 1,482,000
    - SCHEDULED TO START IN THE YEAR 1995

**** Note*** In 1989, the Library Public Library held 2.19 volumes per capita compared to an average of 2.48 volumes per capita for Ontario Public Libraries serving population of 250,000 and over.

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (For Finance & Administration Committee)

Date

Date

City of Hamilton
Treasury

90/11/26

1991-1995 CAPITAL BUDGET
INDIVIDUAL CAPITAL PROJECT SUBMISSION FORM

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY

2. (a) PROJECT NUMBER:

   (b) PROJECT NAME: First Floor Renovations - Central Library

3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
To renovate the first floor of the Central Library in order to combine check out and check in functions, improve security for library materials, improve entrances to Central Library, provide for efficient use of floor space for library collection and work area space, replace entrance flooring surface with more appropriate covering.

4. (a) PROJECT STARTING DATE: September 1992

   (b) PROJECT FINISHING DATE: December 1992

   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1992

5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 320,000

   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $

   (c) NET CITY'S COST: $ 320,000

   (d) ANNUAL CAPITAL FINANCING COST $ 55,000

   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 555,000

			NO. OF PERSON YEARS CREATED
6. (a) YEAR OF EXPENDITURE	- 1991	$	
	- 1992	$ 320,000	
	- 1993	$	
	- 1994	$	
	- 1995	$	
	- 1996 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:			

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: 0

8. ADDITIONAL ANNUAL OPERATING COST: $ 0

9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
Inefficient use of space on first floor of Central Library for both public and staff. Floor covering presently needs replacing and delay would result in further deterioration of facility. Not combining check out and check in would result in reduction in ability to control costs.

10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
NO ____ YES____ - AT CITY'S COST OF $ _____
- SCHEDULED TO START IN THE YEAR _____

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (For Finance & Administration Committee)

Date

Date

City of Hamilton
Treasury

190.0

FUTURE CAPITAL PROJECT SCHEDULED TO BE STARTED 1996-2000

1. DEPARTMENT/LOCAL BOARD: Property Department (Real Estate Division)
2. (a) PROJECT NUMBER: _____
   (b) PROJECT NAME: Property Purchases - General
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   From time to time, through any given year City Council will direct our department to purchase a specific property required for a Civic use. This property will not be funded by any other account. Because of the uncertainty of these items, an amount of $1,000,000 should be allocated in the reserve for that fiscal year.
4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1996
   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 2,000
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: _____
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 8,100,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) NET CITY'S COST: $ 8,100,000
   (d) ANNUAL CAPITAL FINANCING COST $ 1,375,000
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 13,750,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1996	$ 1,500,000	
- 1997	$ 1,500,000	
- 1998	$ 1,500,000	
- 1999	$ 1,800,000	
- 2000	$ 1,800,000	
- 2001 & AFTER	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: unknown
8. ADDITIONAL ANNUAL OPERATING COST: $ unknown
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   The opportunity to purchase a property for municipal purposes would be lost if funds were not made available for this purpose.

Signature of Department Head/Local Board Manager (for Standing Committee)

Oct 22, 1990.
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

Rev. 90/09/18

191.0

City of Hamilton
Treasury

FUTURE CAPITAL PROJECT SCHEDULED TO BE STARTED 1996-2000

1. DEPARTMENT/LOCAL BOARD: Hamilton Society for the Prevention of Cruelty to Animals
2. (a) PROJECT NUMBER: Capital Operating Grant - H.S.P.C.A.
   (b) PROJECT NAME: _____
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   Operating Capital Purchases - Motor Vehicles, Computer Equipment, Mechanical Equipment.
4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1996
   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 2000
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1996 - 2000
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 336,033
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) NET CITY'S COST: $ 336,033
   (d) ANNUAL CAPITAL FINANCING COST $ 57,000
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 570,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1996	$ 61,424	
- 1997	$ 64,188	
- 1998	$ 67,076	
- 1999	$ 70,095	
- 2000	$ 73,250	
- 2001 & AFTER	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____
8. ADDITIONAL ANNUAL OPERATING COST: $ _____
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Impairment of service level.

Signature of Department Head/Local Board Manager (for Standing Committee)

October 22, 1990
Date

Signature of C.A.O. (for Finance & Administration Committee)

Date

Rev. 90/09/18

City of Hamilton
Treasury

192.0

FUTURE CAPITAL PROJECT SCHEDULED TO BE STARTED 1996-2000

1. DEPARTMENT/LOCAL BOARD: Hamilton Society for the Prevention of Cruelty to Animals
2. (a) PROJECT NUMBER: _____
   (b) PROJECT NAME: Capital Construction Grant
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:

   Facilities Construction

4. (a) PROJECT STARTING DATE (MONTH-YEAR): January 1996
   (b) PROJECT FINISHING DATE (MONTH-YEAR): December 2000
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1996
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 1,787,702
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $ _____
   (c) NET CITY'S COST: $ 1787,702
   (d) ANNUAL CAPITAL FINANCING COST $ 304,000 NO. OF PERSON YEARS CREATED
   (e) TOTAL CARRYING COST OF RETIRING DEBT $ 2,040,000

6. (a) YEAR OF EXPENDITURE
   - 1996 $ 326,776 _____
   - 1997 $ 341,481 _____
   - 1998 $ 356,849 _____
   - 1999 $ 372,908 _____
   - 2000 $ 389,688 _____
   - XXXXXXXXXX $ _____ _____

   (b) TOTAL NUMBER OF PERSON YEARS CREATED: _____
7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT: _____
8. ADDITIONAL ANNUAL OPERATING COST: $ _____
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:

   Impairment of service level.

_____ _____

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (for Finance & Administration Committee)

October 25, 1990

Date

_____

Date

Rev. 90/09/18

City of Hamilton
Treasury

90/11/20

220.0

FUTURE CAPITAL PROJECT
SCHEDULED TO BE STARTED 1996 -2000

1. DEPARTMENT/LOCAL BOARD: HAMILTON PUBLIC LIBRARY
2. (a) PROJECT NUMBER:
   (b) PROJECT NAME: New Branch Construction - South West Mountain
3. DETAILED DESCRIPTION, STATING PURPOSE, TYPE OF PROJECT, LOCATION, ETC.:
   To construct, furnish and supply a library branch to serve the needs of Hamilton residents living in the South Central/West Mountain area.
4. (a) PROJECT STARTING DATE: September 1997
   (b) PROJECT FINISHING DATE: June 1998
   (c) YEAR ONTARIO MUNICIPAL BOARD APPROVAL REQUIRED: 1997
5. (a) GROSS COST OF PROJECT IN YEAR-OF-START DOLLARS: $ 3,689,000
   (b) LESS SUBSIDIES AND OTHER RECEIPTS: $
   (c) NET CITY'S COST: $ 3,689,000
   ****Note**Costs estimated pending Architect's Report*
   (d) ANNUAL CAPITAL FINANCING COST $ 626,000
   (e) TOTAL CARRYING COST OF RETIREING DEBT $ 6,260,000

6. (a) YEAR OF EXPENDITURE		NO. OF PERSON YEARS CREATED
- 1996	$	
- 1997	$ 3,689,000	
- 1998	$	
- 1999	$	
- 2000	$	
- 2001 & after	$	
(b) TOTAL NUMBER OF PERSON YEARS CREATED:		

7. ADDITIONAL JOBS TO BE CREATED BY THE PROJECT:
8. ADDITIONAL ANNUAL OPERATING COST: $ 404,000
9. EFFECT OF REDUCTION IN COST, DELAY OR ELIMINATION OF THIS PROJECT:
   Residents of the south west/central Mountain area will receive marginal library service.
10. WAS THIS PROJECT IN LAST YEAR'S APPROVED CAPITAL BUDGET?
    NO ___ YES X - AT CITY'S COST OF $ 2,184,000
    - SCHEDULED TO START IN THE YEAR 1995

Signature of Department Head/Local Board Manager (for Standing Committee)

Signature of C.A.O. (For Finance & Administration Committee)

Date

Date

CA4ONHBL A05
C51F31
URBAN/MUNICIPAL
1990

CE AND ADMINISTRATION COMMITTEE

DECEMBER 6, 1990

URBAN MUNICIPAL

CONSENT AGENDA

GOVERNMENT DOCUMENTS

A. ADOPTION OF THE MINUTES

Special Meeting.....1990 November 13
Regular Meeting.....1990 November 22

B. MANAGER OF PURCHASING

(i) Cleaning and Sealing Thirteen (13) Indoor Pools.

(ii) Replacement of One (1) 100 Foot Aerial Ladder Truck, Unit #1635, Hamilton Fire Department.

(iii) Replacement of Fire Package Bodies on Two Triple Combination Pumpers,Hamilton Fire Department.

C. CITY CLERK

(i) Use of City Hall Foyer - City Hall Christmas Carol Program.

(ii) Use of Council Chamber and Room 219 - 1991 World Day of Prayer.

D. COMMISSIONER OF HUMAN RESOURCES

(i) Staffing Classification - Treasury Department.

(ii) Staffing Classification - Mayor's Office.

(iii) Staffing Classification - Culture and Recreation.

(iv) Municipal Freedom of Information and Protection of Privacy Act.

(v) Appointments to and Terminations from Permanent Positions with the Corporation to November 23, 1990.

E. TREASURER

(i) Financing of the Additional Funding for the City's Share of Services to be Installed in Highridge Estates-Stage 2 and Highridge Hills-Stage 2.

(ii) Summary of Revenues and Expenditures for the Ten Months Ended 1990 October 31 Compared with Budget.

(iii) Post Audit Letter - Recommendations and Comments Concerning Accounting Systems, Procedures and Controls for 1989.

(iv) 1990-1991 User Fees and Other Revenues by Department
NOTE: This report has been bound for ease of future reference and is included under separate cover.

F. CITY SOLICITOR

(i) By-Law to Amend Municipal Tax Levy By-law 71-69 Respecting Fee for Treasurer's Tax Certificate.

(iii) By-law to Amend Market By-law No. 81-180 Respecting Fees.

G. HAMILTON HYDRO-ELECTRIC SYSTEM

Rate Increase Effective 1991 January 1.

A.

SPECIAL MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE

Tuesday, 1990 November 13
7:00 o'clock p.m.
Room 233, City Hall

There were present:	Alderman D. Ross, Vice-Chairman Mayor R. M. Morrow Alderman V. J. Agro Alderman G. Copps Alderman D. Agostino Alderman T. Jackson
Absent with Regrets:	Alderman B. Hinkley - Vacation Alderman T. Cooke - Another commitment Alderman J. Gallagher - Another commitment
Also present:	Alderman M. Kiss Alderman D. Drury Alderman T. Murray Mr. L. Sage, Chief Administrative Officer Mr. E. C. Matthews, Treasurer Mr. K. Beattie, Grants Co-ordinator Ms. P. Noé Johnson, City Solicitor Mr. J. Thompson, Secretary

The purpose of this special meeting was to consider the report prepared by the Grants Co-ordinator for the Grants Review Group respecting proposed revisions to the General Grant and Convention/Reception Grant Applications and Policies.

This report was initially reviewed by the Finance and Administration Committee at its regular meeting held 1990 October 25 and was referred back for revision and clarification with respect to the proposed criteria.

It was noted in the report that Section 1 (a) of the original report had been reworded to clarify the meaning of "religious and ethnic based programs and organizations". On the recommendation of the City Solicitor, the General Grant Policy recommendation has been redrafted to clearly reference the jurisdiction of the City of Hamilton as an area municipality in certain areas and to support the objective of the Grant Policy deemed in the interest of the municipality, providing services that warrant the City's support, subject only to Section 112 of The Municipal Act, i.e. bonus to commercial enterprises.

In discussion, Alderman Copps questioned why the Committee's decision not to automatically mail out 1991 applications to past grant recipients was not included in the grant policy as revised by the Finance Committee at its meeting held 1989 November 7. Mr. Beattie responded by explaining that the Committee's decision was interpreted as an administrative process and function and not to be included as part of the policy. He proceeded to explain that the Committee's decision would essentially mean two mailings of material costing more money, paper and staff time. It may also create some deadline problems for some organizations should there be problems with the mail service. The Grants Review Group is now requesting the Finance and Administration Committee to reconsider this administrative issue and authorize the Grants Co-ordinator to proceed in a similar fashion as in prior years and in a fashion that the organizations are accustomed to.

Alderman Copps stated that the decisions made by the Finance Committee in November 1989 should have been incorporated into the policy.

Following considerable discussion, the Committee deferred the report to the next meeting for further review and refinement. Staff will continue to operate under the existing rules and regulations of the Grant Policy until further revisions have been confirmed by the Committee.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN D. ROSS, VICE CHAIRMAN
FINANCE & ADMINISTRATION COMMITTEE

John Thompson, Secretary
Finance and Administration

/bc

Thursday, 1990 November 22
9:30 o'clock a.m.
Room 233, City Hall

The Finance and Administration Committee met.

There were present:
Alderman T. Cooke, Acting Chairman
Mayor R. M. Morrow
Alderman G. Copps
Alderman D. Agostino
Alderman T. Jackson
Alderman J. Gallagher

Absent with Regrets:
Alderman B. Hinkley - Vacation
Alderman D. Ross - City Business
Alderman V. J. Agro - Vacation

Also present:
Alderman D. Wilson
Mr. L. Sage, Chief Administrative Officer
Mr. E. C. Matthews, Treasurer
Mr. R. Hammel, Manager of Accounting
Mr. K. Beattie, Grants Co-ordinator
Ms. D. Jones, Manager, Personnel Services
Mr. P. R. A. Hooker, Manager of Legal Services
Mr. M. Watson, Manager, Real Estate Division
Mr. T. Bradley, Manager of Purchasing
Mr. J. Hindson, Director of Information Systems
Mr. D. Carson, Executive Assistant to the Mayor
Mr. J. Thompson, Secretary

Alderman T. Cooke was appointed Acting Chairman in the absence of the Chairman and the Vice-Chairman.

CONSENT AGENDA

A. MINUTES

The minutes of the special meeting of the Finance and Administration Committee held 1990 November 6 and the regular meeting held 1990 November 8 were received and adopted as circulated to the Members.

B. MANAGER OF PURCHASING

(i) PURCHASE OF ONE (1) CONCRETE PLANER, FLEET SERVICES

As outlined in a report of the Manager of Purchasing dated 1990 November 2, the Committee agreed to submit the following recommendation to City Council for approval:

> That a purchase order be issued to Battlefield Equipment Rentals Inc., Stoney Creek, in the amount of $11 317.32, being the only supplier for this type of equipment to meet the City's requirements, for the purchase of one (1) Concrete Planer for Fleet Services, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from Streets Equipment Concrete Grinder Account No. CF5000 608951002.

(ii) SEWER INSTALLATION, BARTON COMMUNITY CENTRE, UPPER JAMES STREET

As outlined in a report of the Manager of Purchasing dated 1990 November 15, the Committee agreed to submit the following recommendation to City Council for approval:

> That a purchase order be issued to Wentworth Lincoln Landscaping Ltd., Grimsby, in the amount of $17 380.97, plus a maximum of $5 000 contingency if rock excavation is encountered, being the lowest of nine (9) quotations received, to install sewers at Barton Community Centre, Upper James Street, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from the Major Maintenance 1987 Account CF5698 318741003.

C. CITY CLERK

(i) CHRISTMAS FUND RAISER FOR UNITED WAY

As outlined in a report of the City Clerk dated 1990 November 9, the Committee agreed to submit the following recommendation to City Council for approval:

> That permission be granted to Hamilton-Wentworth Regional Social Service staff to tour City Hall in Christmas costumes on 1990 December 6 and 7 to sell candy canes to raise funds for a local Christmas bureau or gift fund.

(ii) END THE VIOLENCE MONTREAL MASSACRE MEMORIAL COMMITTEE - MEMORIAL GATHERING

As outlined in a report of the City Clerk dated 1990 November 16, the Committee agreed to submit the following recommendation to City Council for approval:

> That permission be granted to the End the Violence Montreal Massacre Memorial Committee to use the area west of the City Hall forecourt (the location of the Memorial Garden) for a memorial gathering from 6:00 p.m. until approximately 6:30 p.m. on 1990 December 06, and, in the event of inclement weather, the City Hall first floor foyer.

D. COMMISSIONER OF HUMAN RESOURCES

(i) LEAVE OF ABSENCE - MS. KAREN LESLIE, TREASURY DEPARTMENT

As outlined in a report of the Commissioner of Human Resources dated 1990 November 14, the Committee approved that a leave of absence without pay be granted to Karen Leslie, an employee of the Treasury Department for the period commencing 1990 December 10 to 1991 June 3.

(ii) CONTRACT SETTLEMENT - THE HAMILTON CONSTRUCTION ASSOC. AND THE LABOURER'S INTERNATIONAL UNION OF NORTH AMERICA, LOCAL 837

As outlined in a report of the Commissioner of Human Resources dated 1990 November 14, the Committee agreed to submit the following recommendation to City Council for approval:

That the contract settlement of the Hamilton Construction Association and the Labourer's International Union of North America, Local 837, Hamilton be received pursuant to the Fair Wage Policy of the City of Hamilton.

E. **TREASURER**

(i) **PROCEDURE FOR APPROVAL OF THE 1990 BUDGET TRANSFERS AND OVERDRAFTS FOR THE BALANCE OF DECEMBER 1990 AFTER THE CITY COUNCIL MEETING OF DECEMBER 11, 1990**

As outlined in a report of the Treasurer dated 1990 November 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the Chief Administrative Officer and the Treasurer be authorized to approve current budget transfers and overdrafts for the balance of December following the 1990 December 11 City Council meeting, provided that a list of all such transactions is compiled for the approval of the appropriate Standing Committee and/or City Council in early 1991.

Alderman Copps was recorded as opposed.

(ii) **FINANCING INCREASED COST OF $19 999.27 FOR CITY'S SHARE FOR THE CONSTRUCTION OF SIDEWALKS ON UPPER PARADISE ROAD BETWEEN STONE CHURCH ROAD AND LUNNER AVENUE**

As outlined in a report of the Treasurer dated 1990 November 16, the Committee agreed to submit the following recommendation to City Council for approval:

That Section 9(a) of the Twenty-Third Report of the Finance and Administration Committee adopted by City Council 1990 October 9 be rescinded and replaced with the following:

That the City Solicitor be authorized to make application for the increased City's cost by $19 999.37 from the previous $33 900.51 to the Ontario Municipal Board between Stone Church Road and Lunner Avenue at an estimated cost of owner's share of $86 325.12, as well as City's share of $53 899.88 revised from $33 900.51, by the issuance of debentures totalling $140 225 (revised from previous total of $120 225.63) for a period not to exceed 20 years.

(iii) **STATUS OF HOSTING, RECEPTIONS AND RELATED ACCOUNTS**

The Committee received a report of the Treasurer dated 1990 November 16 containing an analyses of accounts related to hostings and receptions as at 1990 October 31.

(iv) **STATUS OF UNCLASSIFIED REVENUE AND EXPENDITURES**

The Committee received a report of the Treasurer dated 1990 November 16 containing an analyses of the Unclassified Revenue account and the Unclassified Expenditures account as at 1990 October 31.

In receiving the report, Alderman Copps requested an explanation from the Treasurer on the expenditure for a P.A. System for the Transport and Environment Committee.

REGULAR AGENDA

1. CITY CLERK - COMPOSITION OF AUDIT COMMITTEES

The Committee was in receipt of a report of the City Clerk dated 1990 November 14 recommending that Section (h) of the Comprehensive Audit Programme, adopted by City Council at the meeting held 1989 November 14 be deleted and replaced with the following:

(h) That each Task Force (Steering Committee) be composed of one elected representative, who shall not chair or vice-chair the Standing Committee responsible for the department or function being audited and three (3) appointed officials, one of whom shall be the department head responsible for the department or function being audited.

In amending the recommendation of the City Clerk the Committee agreed to recommend to City Council that each Steering Committee be composed of up to three (3) elected representatives as well as up to two (2) citizen members, including the three appointed officials, for a maximum total of six (6) members.

2. DIRECTOR OF PROPERTY - AGREEMENT BY OWNER TO ACCEPT COMPENSATION RE EXPROPRIATION OF 1688 MAIN STREET WEST

As outlined in a report of the Director of Property dated 1990 November 6, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the "Agreement by Owner to Accept Compensation", executed by John E. Milne on 1990 November 15, whereby the owner agreed to accept the amount of $649 912.05 as full and final settlement of the City's expropriation of the lands known as 1688 Main Street West, be approved.

(b) That the City Treasurer be authorized and directed to recover the full settlement amount from the Regional Municipality of Hamilton-Wentworth pursuant to the intent of the agreement between the City and Region, adopted by City Council on 1979 April 24.

3. MAYOR R. M. MORROW - REQUEST FOR FINANCING OF PRESIDENT'S DINNER AND CITATION AWARDS DURING CANADIAN COUNTRY MUSIC WEEK - 1991 SEPTEMBER 10-16

The Committee had before it a report from Mayor R. M. Morrow dated 1990 November 13 recommending that the sum of $22 500 be provided by the City of Hamilton to offset the costs of the President's Dinner and Citation Awards being planned for Canadian Country Music Week and Awards to be held in the City of Hamilton in September of 1991.

In discussion it was noted that the Region and HECFI have agreed to contribute a total of $45 000 towards Country Music Week.

Alderman Cooke stated that the City's up front contribution should be guaranteed from the anticipated profits of Country Music Week.

Following considerable discussion, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That a grant in the amount of $22 500 to be used to offset expenses associated with the President's Dinner and Citation Awards to be provided during the Canadian Country Music Week Convention to be held in the City of Hamilton at the Hamilton Convention Centre 1991 September 10 - 16, be approved.

(b) That this grant be financed from the 1991 Grant Budget Allocation.

(c) That, as a condition of approval, the Treasurer be authorized and directed to recover the full amount of the City's contribution from the first $22 500 profit realized from this Convention.

Recorded vote: Yeas - Alderman Cooke, Mayor Morrow, Alderman Jackson, Alderman Gallagher. Nays - Alderman Copps and Alderman Agostino.

4. 1991 GRANT APPLICATION AND POLICY REVISIONS

As recommended by Alderman Copps, the Committee agreed to incorporate into the General Grant Policy those decisions approved by the Finance Committee at its meeting held 1989 November 7 respecting administrative process.

It was moved by Alderman Agostino, seconded by Alderman Copps, that the 1991 appropriation for Convention/Reception Grants be deleted and transferred to the General Grant Account. **Motion lost.**

Following consideration, and as outlined in a report of the Grants Co-ordinator dated 1990 November 15, the Committee agreed to submit the following recommendations to City Council, as amended:

That the existing General Grant and Convention/Reception Grant Applications and Policies be revised to reflect the following changes:

(a) General Grants: All references within the existing policy and application are to be amended to reflect as a general rule funding to those organizations which provide a service within the jurisdiction of the City as defined within the Municipal Act and specifically reflect the following:

(i) Regardless of whether a grant application is old or new, all applications received by the deadline will be considered by the Grants Review Group following which their recommendations, in alphabetical order will be forwarded to the Finance and Administration Committee for approval;

(ii) Grant applications received after the deadline will not be considered. However, in the event a member of the Committee or City Council insists that a late application be considered, the Finance and Administration Committee will decide whether or not to consider the application by a majority vote. Late applications will only be considered after all of the applications received within the deadline have been reviewed, processed and finalized;

(iii) That a letter be forwarded to all past grant recipients as well as new applicants who have requested an application form advising that they must contact the Office of the Grants Co-ordinator to arrange to obtain a copy of the grant application at which time the applicant will be informed of the deadline for submitting applications;

(iv) Advertise the availability of the grants and the deadline which has been extended to 1991 January 31 for the 1991 grants only for receiving applications for three (3) consecutive weeks;

(v) With respect to the Grants criteria, consideration will not be given to any function or event to which participation is limited to any exclusive segment or element of the community;

(vi) With respect to the Grants criteria, consideration will not be given to any organization that is in receipt of an interest-free loan until the loan is totally repaid;

(vii) With respect to the Grants criteria, consideration will not be given to any organization which requests funds to offset costs of representing the City at events outside of Hamilton;

(viii) All requests for interest-free loans are to be considered by the Grants Review Group and that the calculated lost interest revenue is to be charged to the Grants Budget;

(ix) That any organization which has an approved grant of $5 000 or more must supply an audited financial statement of their prior year's operations before any grant payments are made;

(x) That the proposed amendments to the Grant Application and Policy from the Arts Advisory Sub-Committee, attached hereto and marked Appendix "A", which was endorsed by the Parks and Recreation Committee meeting held 1990 August 21 with the exception of item (e) (the deletion of Question #7) be implemented;

(xi) That question 16 as amended by the Arts Advisory Sub-Committee (sub-section (x) above) which addresses the issue of planned financial self-sufficiency incorporate a request for a five year financial plan;

(xii) to allow for appeals by any organization which disagrees with the Grants Review Group recommendation that the organization does not meet the general criteria for the consideration of grants;

(xiii) an annual capital budget provision at a maximum amount of $100 000 be submitted as part of the Capital Budget process for funding of Capital Grants. Capital Grants would be processed through the Grants Review Group and the Finance and Administration Committee in accordance with the Grant Policy. Any annual Capital Funds not allocated would be transferred to a reserve for Capital Grants.

(b) Convention/Reception Grants: All references within the existing policy and application are to be amended to reflect the following:

(i) with respect to the Grants criteria, it should be consistent with the General Grants criteria and include those proposed amendments noted above;

(ii) the funding formula to calculate the grant amount is applicable to one occasion regardless of the number of events or activities that might take place within the relative timeframe.

5. **TREASURER**

(i) **G.S.T. IMPLEMENTATION REQUIREMENTS**

As outlined in a report of the Treasurer dated 1990 November 13, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the Treasurer be authorized to acquire the appropriate staffing (temporary) and supplies to do all those things necessary to implement the G.S.T. policies and procedures scheduled for 1991 January 1.

(b) That a one-time provision of $75 000 for this purpose be established and financed from the Reserve for Contingency.

(c) That a report on the need for permanent on going additional staffing in the Accounts Payable and/or Accounting areas as a result of G.S.T. be prepared at a later date.

(iii) **FINANCING OF 1991 RECONSTRUCTION PROGRAM**

As outlined in a report of the Treasurer dated 1990 November 15, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That, in order to allow the Regional Engineering Department to proceed on the City's behalf with the 1991 Reconstruction Program on local roads, City Council approve the program, as presented to the Transport and Environment Committee 1990 November 19, in the estimated amount of $9 400 000 with the understanding the gross cost to the City before application of the Roadway Subsidy will not exceed $4 000 000.

(b) That the net cost in the amount of $2 720 000 (gross cost of $4 000 000 less roadway subsidy $1 280 000) be financed from the 1991 Capital Levy.

(iii) **RESERVE FOR "EMERGENCY SNOW REMOVAL" - CHANGE OF USE**

As outlined in a report of the Treasurer dated 1990 November 12, the Committee agreed to submit the following recommendation to City Council for approval:

That the Reserve for Emergency Snow Removal, which was set up to absorb overbudget expenditures in snow control due to unusually heavy snowfalls, be expanded to include "storm damage" in the forestry section of Public Works, and renamed "Reserve for Snow Control and Storm Damage".

(iv) **USER FEES - TREASURY DEPARTMENT**

As outlined in a report of the Treasurer dated 1990 November 16, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That the Treasurer be authorized to implement the following user fees for services performed by the Treasury Department, effective 1991 January 1:

		1990 Fee	1991 Fee
i)	Tax Certificates	$10.00	$15.00
ii)	Local Improvement Enquiries	$20.00	$21.00
iii)	Subdivision Compliance Letters	$20.00	$21.00

(b) That the City Solicitor be authorized and directed to prepare a By-law to amend By-law 71-69 to provide for the increase in the fee charged for the issuance of a Treasurer's Tax Certificate to $15.00 for presentation to City Council.

(c) That these fees be increased annually for the rate of inflation rounded to the next dollar, to offset the City's administrative and processing costs in handling these items.

(v) STATUS OF "SPECIAL EVENTS SUBSIDY FUND" AND JURISDICTIONAL RESPONSIBILITY

This report was tabled pending receipt of a report from HECFI recommending that the administration of this account be transferred back to the City.

6. COMPREHENSIVE AUDIT - LEGAL DEPARTMENT

As outlined in a report of the Treasurer dated 1990 November 16, the Committee agreed to submit the following recommendation to City Council for approval:

That a purchase order be issued to Price Waterhouse Management Consultants, Toronto, in the amount of $23 800, which was the only proposal received, to conduct a comprehensive audit of the Legal Department in accordance with the Request for Proposal issued by the Manager of Purchasing and Vendor's submission, and that this expenditure be financed from Comprehensive Audit Account No. CH 56393 24101.

NOTE: Services provided after 1991 January 1 will be subject to the G.S.T.

7. TAXI ADVISORY COMMITTEE - ILLUMINATED ROOF SIGNS FOR TAXI CABS

As outlined in a report of the Secretary of the Taxi Advisory Committee dated 1990 November 14, the Committee agreed to submit the following recommendations to City Council for approval:

(a) That Licensing By-law No. 79-323, as amended, be further amended to provide for rooftop advertising on taxi cabs.

(b) That the City Solicitor be authorized and directed to prepare a By-law to amend Licensing By-law No. 79-323 for submission to City Council to reflect this provision for rooftop advertising.

8. CORRESPONDENCE REFERRED FROM CITY COUNCIL

(i) LETTER FROM MR. RAYMOND LAUZE RE NATIVE RIGHTS

The Committee agreed to submit the following recommendation to City Council for approval:

That the following resolution of the Town of Oakville concerning Native Rights, which was referred to the Finance and Administration Committee by City Council at its meeting held 1990 October 30, be endorsed:

"We the Members of Council for the Town of Oakville, Ontario, in the Region of Halton, urge the Federal Government to deal expeditiously, in a spirit of justice and respect for our First Nations, with ALL land claims and other matters in order to reach final honourable agreements, and that copies of the resolution be sent to the Prime Minister, the Member of Parliament for Oakville and the Minister of Indian and Northern Affairs."

(ii) **LETTER FROM CITY OF YORK RE THE GOODS AND SERVICES TAX - FEDERAL GOVERNMENT**

The Committee agreed to submit the following recommendation to City Council for approval:

That the resolution of the City of North York strongly opposing the implementation of the Goods and Services Tax at this time by the Federal Government, which was referred to the Finance and Administration Committee by City Council at its meeting held 1990 October 30 for consideration and recommendation, be received.

9. **DELEGATIONS**

(i) **HAMILTON INTERNATIONAL AIR SHOW - CIVIC RECEPTION**

The Committee agreed to submit the following recommendations to City Council for approval:

(a) That a civic reception be provided to the performers, dignitaries and special guests of the 17th Annual Hamilton International Air Show to be held at Hamilton Civic Airport 1991 June at a cost not to exceed $9 000.

(b) That this expenditure be financed from the 1991 budget allocation for Special Civic Receptions and Delegation Hosting.

(ii) **COMPLAINT UNDER THE DEVELOPMENT CHARGES ACT - 10 HERKIMER STREET**

Mr. and Mrs. F. S. Steller appeared before the Committee requesting relief of payment of the Development Charges for the property at 10 Herkimer Street.

The Committee had before it a report of the Building Commissioner, dated 1990 November 1 recommending that the request be denied.

Mr. P. Lampman, Deputy Building Commissioner, was in attendance and explained that following a further review of the applicant's complaint, and after consulting with the Region, it is now considered that the circumstances surrounding this building permit application warrant a reduction of the Development Charges. Mr. Lampman proceeded to explain that occasionally there are difficulties in applying the Development Charges By-law as the consultant's report prepared prior to the passage of the By-law did not address residential care facilities and boarding rooms.

Following consideration, the complainants agreed to withdraw their request and the Committee approved that the property at 10 Herkimer Street be assessed and charged as a non-residential project which will reduce the original charges substantially.

The Committee also requested Mr. Hooker of the City Solicitor's Department to determine whether there is a need for a subsequent amendment to the Development Charges By-law as a result of this situation.

10. **DATE AND PARAMETERS FOR SPECIAL PUBLIC MEETING ON 1991 PRE-BUDGET FORECAST**

The Committee agreed to submit the following recommendation to City Council for approval:

That an invitation be extended to both Boards of Education and the Regional Municipality of Hamilton-Wentworth to participate in a special public meeting of the Finance and Administration Committee to be held on Saturday, 1990 December 15 at 10:00 o'clock a.m. at the Hamilton Convention Centre for the purpose of presenting an overview and forecast of the 1991 Current Budget Estimates of the City, Region and Boards of Education and receiving public input.

11. **ACCESSIBILITY TO INFORMATION FOR THE PHYSICALLY DISABLED**

As outlined in a report of the City Clerk dated 1990 November 22, the Committee agreed to submit the following recommendations to City Council:

(a) That the Region/City cost-sharing recommendations of the Accessibility to Information Sub-Committee of the Regional Advisory Committee on the Physically Disabled contained in their Report dated 1990 April, attached hereto and marked Appendix "B", be endorsed.

(b) That the following purchases be made and charged on a Region/City shared basis to the Assistive Devices Account No. 1-52901-199100 (Region) and Assistive Devices Account No. 53975-143400 (City):

C.C.T.V.	$5 000
Table (Accessible, electric)	1 500
Ergonomic Chair	500
Cassette Audio Tapes (2)	300
Extended 2-year Service Contract	195
T.D.D. (for information line)	710
	$8 205

(c) That the implementation on the use of the above-noted equipment be referred to the City Clerk and Regional Clerk.

(d) That the cost of a Specialized Sound System for the Council Chambers and a portable system for Committee meetings at an estimated cost of $8 000 ($4 000 City/$4 000 Region) be included as an Expansion Package in the 1991 Current Budget request.

(e) That the cost of taping at an estimated cost of $7 000 ($3500 City/$3 500 Region) be included as an Expansion Package in the 1991 Current Budget request.

(f) That the Regional Municipality of Hamilton-Wentworth be so advised of the City's decision respecting the above-noted matters.

12. **PERFORMANCE APPRAISAL REVIEWS OF C.A.O. AND DEPARTMENT HEADS**

The Committee directed that the Commissioner of Human Resources be requested to report back on the consultation process for Performance Evaluations on Department Heads and the C.A.O.

The meeting then adjourned.

Taken as read and approved,

ALDERMAN T. COOKE, ACTING CHAIRMAN
FINANCE & ADMINISTRATION COMMITTEE

John Thompson, Secretary
Finance and Administration

/bc

B. (i)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 27

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: CLEANING AND SEALING THIRTEEN (13) INDOOR POOLS

RECOMMENDATION:
That a purchase order be issued to Servicemaster Contract Services, Burlington, in the amount of $23 941.25, being the lowest of two (2) quotations received, to clean and seal thirteen (13) indoor pools, in accordance with specifications issued by the Manager of Purchasing and Vendor's quotation, and that this expenditure be financed from Operating Supplies Account No. CH56103 31330.

T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Quotation Analysis

Servicemaster Contract Services, Burlington	$23 941.25
Power Wash Dirtbusters Ltd., Mississauga	42 685.00

This quotation was advertised and nine companies invited to bid. One declined and six did not respond.

B. (ii)

NOV 2 6 1990

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 22

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF ONE (1) 100 FOOT AERIAL LADDER TRUCK, UNIT #1635, HAMILTON FIRE DEPARTMENT

RECOMMENDATION:

a) That a purchase order be issued to C. E. Hickey & Sons Co. Limited, Hamilton, in the amount of $705 017.65, being the lowest acceptable of three (3) proposals received, for the replacement of One (1) 100 foot Aerial Ladder Truck, Unit #1635 for the Hamilton Fire Department, in accordance with specifications issued by the Manager of Purchasing and Vendor's proposal, and that this expenditure be financed from Vehicle Replacement Account #CH5X502 00101.

b) That a contract be entered into satisfactory to the City Solicitor.

T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND: Proposal Analysis

ResQtech Systems Inc., Woodstock	$479 415.00 *
173381 Canada Inc., St. Francois du lac	577 481.00 *
C. E. Hickey & Sons Co. Limited, Hamilton	705 017.65

* Unit bid not to our specifications in several areas

C.E. Hickey & Sons Co. Limited is the only supplier to meet Fire Department's requirements as well as the CAN/U.L.C. S-515-M-88 standard for aerial ladders.

c.c. City Solicitor's Department
Accounts Payable

CITY OF HAMILTON

SUMMARY OF THE CITY REVENUES FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	REVENUE TO-DATE (3)	PERCENT REVENUE TO-DATE CURR YR (4)	PERCENT REVENUE TO-DATE PREV YR (5)	BALANCE (6)
USER FEES					
CITY CLERK	1,293,990	1,205,469	93.2	105.6	88,521
TREASURY-Interest,Tax Penalty	8,374,360	8,908,602	106.4	99.3	(534,242)
PLANNING	119,100	86,712	72.8	61.6	32,388
REAL ESTATE AND PROPERTY AND MAINTENANCE	843,380	678,149	80.4	89.1	165,231
COMMUNITY DEVELOPMENT	271,380	215,710	79.5	73.9	55,670
FIRE	80,000	70,100	87.6	99.6	9,900
BUILDING	4,000,000	2,911,471	72.8	127.9	1,088,529
LOCAL ROADS - REGION	42,520	37,761	88.8	74.7	4,759
STREETS AND SANITATION	459,750	449,564	97.8	105.6	10,186
CEMETERIES	1,266,920	877,427	69.3	62.6	389,493
FLEET SERVICES	34,810			40.3	34,810
RECREATION & COMMUNITY SERVICES	3,211,680	3,328,780	103.6	78.8	(117,100)
CULTURE	260,260	203,623	78.2	78.5	56,637
TRAFFIC	3,176,940	2,464,160	77.6	81.8	712,780
TOTAL USER FEES	23,435,090	21,437,528	91.5	95.3	1,997,562
REPORT TOTAL	456,382,510	453,403,028	99.3	101.1	2,979,482

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
FINANCE AND ADMINISTRATION COMMITTEE	97,438,640	1,235,098	81,673,241	82,908,339	85.1	84.0	14,530,301
PARKS AND RECREATION	22,099,300	284,482	17,640,595	17,925,077	81.1	81.2	4,174,223
PLANNING AND DEVELOPMENT	6,581,440	3,692	5,381,284	5,384,976	81.8	80.4	1,196,464
TRANSPORT AND ENVIRONMENT	25,114,730	152,645	20,209,325	20,361,970	81.1	71.1	4,752,760
TOTAL STANDING COMMITTEES	151,234,110	1,675,917	124,904,445	126,580,362	83.7	81.2	24,653,748
OTHER SPECIAL COMMITTEES							
HAMILTON SCOURGE PROJECT	159,560	1,274	99,127	100,401	62.9	58.6	59,159
INFORMATION SYSTEMS	3,611,540	405,379	2,801,484	3,206,863	88.8	90.6	404,677
MAYOR'S RACE RELATIONS COMMITTEE	12,500		5,436	5,436	43.5	78.7	7,064
TOTAL SPECIAL COMMITTEES	3,783,600	406,653	2,906,047	3,312,700	87.6	89.2	470,900
TOTAL CITY EXPENDITURES	155,017,710	2,082,570	127,810,492	129,893,062	83.8	78.2	25,124,648
REGIONAL COUNCIL AND EDUCATIONAL BOARDS							
REGION	107,207,300	17,867,300	89,340,000	107,207,300	100.0	100.0	0
BOARD OF EDUCATION	159,859,200	26,643,200	133,216,000	159,859,200	100.0	100.0	0
SEPARATE SCHOOL BOARD	34,298,300	5,716,300	28,582,000	34,298,300	100.0	100.0	0
TOTAL REGIONAL COUNCIL AND EDUCATIONAL BOARDS	301,364,800	50,226,800	251,138,000	301,364,800	100.0	100.0	0
	456,382,510	52,309,370	378,948,492	431,257,862	94.5	93.9	25,124,648

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
LEGISLATIVE	1,337,330	9,512	1,077,597	1,087,109	81.3	81.5	250,221
CLERK	2,642,720	15,437	2,227,457	2,242,894	84.9	80.9	399,826
CHIEF ADMINISTRATIVE OFFICE	178,080	102	145,759	145,861	81.9	82.2	32,219
FIRE	30,486,540	299,892	24,231,138	24,531,030	80.5	77.6	5,955,510
HUMAN RESOURCES	2,163,430		1,746,797	1,746,797	80.7	77.2	416,633
PROPERTY - REAL ESTATE	558,140	11,291	406,098	417,389	74.8	71.7	140,751
- PROPERTY	6,188,330	151,704	4,514,854	4,666,558	75.4	67.7	1,521,772
- ARCHITECT	425,940	1,076	313,562	314,639	73.9	71.7	111,301
CITY SOLICITORS	1,779,860	5,702	1,138,279	1,143,981	64.3	85.2	635,879
TREASURY - FINANCE	3,071,550	29,790	2,417,118	2,446,908	79.7	78.4	624,642
- PURCHASING	378,880	4,065	286,473	290,538	76.7	77.3	88,342
- CITY GARAGE	0	8,134	(70,094)	(61,960)	0.0	0.0	61,960
TOTAL DEPARTMENTS	49,210,800	536,707	38,435,038	38,971,745	79.2	76.9	10,239,055
LOCAL BOARDS							
LIBRARY	11,934,710		10,612,090	10,612,090	88.9	80.1	1,322,620
PARKING	[70,290]		[34,352]	[34,352]			[35,938]
H.E.C.F.I.	2,205,320		2,188,320	2,188,320	99.2	69.1	17,000
CENTRAL UTILITIES PLANT	2,724,340	58,855	1,977,415	2,036,270	74.7	77.5	688,070
TOTAL LOCAL BOARDS	16,864,370	58,855	14,777,825	14,836,680	88.0	75.6	2,027,690

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
OTHER BUDGETS							
H.S.P.C.A.	828,910		690,967	690,967	83.4	73.7	137,943
MUNDIALIZATION COMMITTEE	7,790	350.00	2,728	3,078	39.5	46.5	4,712
STATUS OF WOMEN COMMITTEE	10,450		5,441	5,441	52.1	60.0	5,009
PUBLIC RELATIONS	165,000		116,266	116,266	70.5	67.0	48,734
RECEPTIONS AND PUBLIC EVENTS	68,000		66,041	66,041	97.1	89.1	1,959
GRANTS	600,000		540,688	540,688	90.1	82.2	59,312
TOTAL OTHER BUDGETS	1,680,150	350	1,422,132	1,422,482	84.7	81.3	257,668
SUBTOTAL	67,755,320	595,912	54,634,995	55,230,907	81.5	76.7	12,524,413
FINANCIALS							
DEBT CHARGES - LOCAL IMPROVEMENTS	477,490		477,490	477,490	100.0	100.0	0
CAPITAL LEVY	5,902,000		5,902,000	5,902,000	100.0	100.0	0
PROVISION FOR DEBT RESERVE	14,724,000		14,724,000	14,724,000	100.0	100.0	0
PROVISION FOR OTHER RESERVES	4,007,040	536,765	3,470,275	4,007,040	100.0	100.0	0
FINANCIAL - VARIOUS	4,006,530	102,047	1,960,492	2,062,539	51.5	78.6	1,943,991
CONTINGENCY	57,000						57,000
MISCELLANEOUS	509,260	375	503,989	504,364	99.0	112.3	4,896
TOTAL FINANCIALS	29,683,320	639,187	27,038,246	27,677,432	93.2	98.5	2,005,888

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE FINANCE AND ADMINISTRATION COMMITTEE
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TO DATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
TOTAL FINANCE & ADMINISTRATION COMMITTEE	97,438,640	1,235,098	81,673,241	82,908,339	85.1	84.0	14,530,301

TREASURY COMMENTS: The amounts and percentages shown above are consistentwith the normal operations of the departments, local boards and other accounts on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
HAMILTON SCOURGE PROJECT	159,560	1,274	99,127	100,401	62.9	58.6	59,159
	159,560	1,274	99,127	100,401	62.9	58.6	59,159

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
INFORMATION SYSTEMS	3,611,540	405,379	2,801,484	3,206,863	88.8	90.6	404,677
	3,611,540	405,379	2,801,484	3,206,863	88.8	90.6	404,677

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE PLANNING AND DEVELOPMENT COMMITTEE
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
COMMUNITY DEVELOPMENT	547,540	395	474,314	474,710	86.7	85.9	72,830
BUILDING	4,123,440	3,296	3,323,258	3,326,554	80.7	79.3	796,886
PLANNING BY REGION	1,883,610		1,580,020	1,580,020	83.9	81.8	303,590
COMMITTEE OF ADJUSTMENT	11,000						11,000
HAM. HOUSING DEFICIT	14,650						14,650
MAYOR'S AWARD PROGRAM	1,200						1,200
	6,581,440	3,692	5,377,592	5,381,284	81.8	80.4	1,200,156

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE PARKS AND RECREATION COMMITTEE
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
CEMETERIES	2,857,450	60,927	2,158,235	2,219,162	77.7	70.8	638,288
PARKS	8,793,900	94,318	7,460,636	7,554,954	85.9	90.1	1,238,946
RECREATION	8,972,080	83,000	6,936,293	7,019,293	78.2	77.2	1,952,787
CULTURE	1,402,120	46,195	1,031,448	1,077,644	76.9	72.2	324,476
HAMILTON VETERANS COMMITTEE	16,260		7,276	7,276	44.7	56.0	8,984
WATERFRONT PROJECT	57,490	42	46,706	46,748	81.3	82.0	10,742
	22,099,300	284,482	17,640,595	17,925,077	81.1	81.2	4,174,223

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR THE TRANSPORT AND ENVIRONMENT COMMITTEE
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
TRAFFIC	3,863,850	46,602	3,240,307	3,286,909	85.1	89.0	576,941
PUBLIC WORKS	16,409,270	69,328	13,755,020	13,824,348	84.2	70.1	2,584,922
CENTRAL SERVICES GARAGE	(3,620)	36,714	192,600	229,314			(232,934)
SERVICES PURCHASED FROM THE REGION - LOCAL ROADS	3,788,690		2,210,854	2,210,854	58.4	53.6	1,577,836
- SCHOOL TRAFFIC	990,440		755,279	755,279	76.3	85.3	235,161
- POLLUTION CONTROL	66,100		55,265	55,265	83.6	75.6	10,835
	25,114,730	152,645	20,209,325	20,361,969	81.1	71.1	4,752,761

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

CITY OF HAMILTON
TREASURY

FINANCIAL REPORT OF CURRENT ESTIMATES FOR SPECIAL COMMITTEES OF COUNCIL
FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	OUTSTANDING COMMITMENTS (3)	EXPENDITURES TODATE (4)	TOTAL (5)	PERCENT EXPENDED CURR YR (6)	PERCENT EXPENDED PREV YR (7)	BALANCE (8)
MAYOR'S RACE RELATIONS COMMITTEE	12,500		5,436	5,436	43.5	78.7	7,064
	12,500	0	5,436	5,436	43.5	78.7	7,064

TREASURY COMMENTS: The amounts and percentages shown above are consistent with the normal operations of the departments on a basis comparative to that of the prior year. Note the percentage comparisons in columns (6) and (7).

E. (iii)

CITY OF HAMILTON

- INFORMATION -

DATE: 1990 November 29

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: Post Audit Letter
Recommendations and Comments Concerning
Accounting Systems, Procedures and Controls
For 1989

BACKGROUND:

Enclosed is the 1989 Management Letter issued by Pannell Kerr MacGillivray Chartered Accountants on the City's operations for the Committees review. Included in the management letter are the observations or weaknesses of the existing systems audited, recommendations for strengthening these systems and the corrective action taken by management.

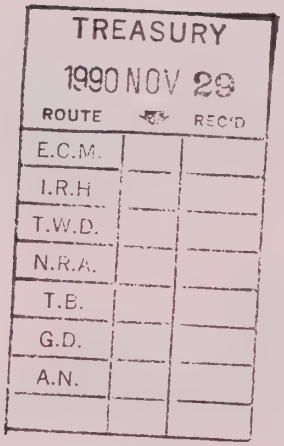
As directed by the Finance and Administration Committee at its meeting held Thursday, 1990 May 24 the audit management letter has been forwarded to all Members of City Council for their information.

E. C. Matthews

c.c. Members of City Council
Mr. Lou Sage, Chief Administrative Officer
Pannell, Kerr, MacGillivray, Chartered Accountants

Pannell Kerr MacGillivray

Chartered Accountants



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Bruno K. J. Bragoli
W. Michael Cashion
Michael G. Collyer
Colin C. Dalingwater
John C. Dow
Richard J. Kelly
William B. Stephenson

November 29, 1990

Mr. E. C. Matthews, C.A.
Treasurer
The Corporation of the
City of Hamilton
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Mr. Matthews:

We enclose our completed 1989 post audit letter which includes management comments. If you wish to discuss this further, please do not hesitate to contact me.

Yours very truly

PANNELL KERR MACGILLIVRAY

per Michael Collyer

Michael G. Collyer, F.C.A.
Partner/rs
Enclosures

CITY OF HAMILTON

POST AUDIT LETTER

RECOMMENDATIONS AND COMMENTS CONCERNING
ACCOUNTING SYSTEMS, PROCEDURES AND CONTROLS
FOR 1989

JULY 1990

PREVIOUSLY REPORTED UNRESOLVED WEAKNESSES AND WEAKNESSES NOTED IN 1989 FOR THE FIRST TIME

CONTENTS

Areas	Previously Reported Unresolved Weaknessed		Weaknesses Noted in 1989 For the First Time	
	Number of Recommendations	*Page Numbers*	*Number of Recommendations*	*Page Numbers*
MSA Computer System	2	1-2		
Payables	3	3		
Purchases	2	4		
Hamilton Public Library	3	5		
Municipal Non-Profit (Hamilton) Housing Corporation	1	6		
General			2	7
Investments			3	8
Taxation			3	9
Accounts Payable			1	10
Revenues			1	11
Payroll			1	12
Trust Funds			5	13-14
Parking Authority			5	15
Hamilton Public Library			2	16
Hamilton Municipal Retirement Fund			2	17
Hamilton Housing Company Limited			1	18
Municipal Non-Profit (Hamilton) Housing Corporation			9	19-21

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
MSA COMPUTER SYSTEM		
Previously Reported Weakness		
1. Password Control		
At the present time there is no policy for changing passwords on a periodic basis. All existing passwords and access privileges have been assigned by the EDP Department. Nick Adhya, Manager of Accounting, is reviewing all users and their access privileges and will be responsible for assigning new users to the system. There is no on-line facility to allow users to change their passwords, rather, they must send a memo to the EDP Department requesting a new password. There is no way to trace the initiation or alteration of computer data to an employee if more than one individual knows a particular password.	On-line system access policies and procedures which ensure user accountability for their actions should be implemented. The steps necessary to accomplish this are too numerous to detail in this recommendation, and require significant programming and administration resources. For example, passwords should only be known by the individual to whom it is assigned. To do this, a program must be installed which allows the employee to change his or her password. Computer software should also generate or accept only passwords which cannot easily be compromised and should force passwords to be changed, say, every thirty days. Audit trails must be provided which contain sufficient detail to enable system activity to be traced to an employee, not just to a terminal or to a department. Finally, the importance and rationale surrounding computer security must be clearly communicated to all employees. This is the only way an organization can safely dispense with the paper trail provided by traditional forms (requisitions, purchase orders, etc.) which are indelibly and clearly approved by a person other than (and preferably superior to) the originating party.	Operators are informed in a letter enclosed with their password about the importance of keeping their own password to themselves. Should they feel their password has been compromised, it is to be reported immediately for change. Audit trails are provided to trace activity to user. Terminals may have multiple operators, each with their own passwords, therefore with existing procedures tracking is essential. The current release of the DBS DCI (security) module does not include the ability for a user to change their own password. However, a review is being requested by Treasury, to determine if RACF could be used to allow a one operator password to be used for all systems. This would provide the desired results for enabling the password to be changed every 30 days.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
MSA COMPUTER SYSTEM (continued)		
Previously Reported Weakness		
2. Auto Log-off Procedures		
There is no forced sign-off by the computer of inactive workstations. This means that unauthorized individuals may be able to access the system and, for example, initiate purchase orders.	An automated forced sign-off feature should be installed in the EDP system. Workstations would then automatically sign-off after an extended period of inactivity, say, ten minutes. This would reduce the risk of unauthorized personnel gaining access to the system through unattended application screens.	Users are currently under instructions to not leave their terminal unattended and to log-off if they will be away from their terminal. The present installed level of CICS (Customer Information and Control System) is not conducive to the implementation of a time-out feature. Although this is possible, it is not recommended as many users (of non-restricted information) would be unnecessarily dropped off the system when it times out. Restarting users is currently very awkward and involves reinitiating the users affected. The planned means of implementing the desired time-out feature, is to install release 2.1.1. of CICS that, subject to testing, will enable the system to time-out terminals by application (ie Financial), thereby not affecting other users. The release of CICS 2.1.1. is scheduled for installation in late 1990.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
PAYABLES		
Previously Reported Weaknesses		
1. The interfund balances of certain local boards did not agree, i.e. Hamilton Public Library Board Hamilton Municipal Retirement Fund Municipal Non-Profit (Hamilton) Housing Corporation.	All interfund balances should be reconciled on a regular basis (monthly) by a member of the Treasury Department. The new MSA system creates interfund accounts in order to balance each company (e.g. City, Hamilton Housing, etc.). Thus it should be possible to agree and/or reconcile these accounts regularly. Any differences should be followed up promptly.	Recommendation accepted. Interfund accounts are presently being reconciled on a monthly basis.
2. The clearing account for long-term disability did not clear at year end.	All clearing accounts should be reviewed on a regular basis (monthly) to ensure that they clear.	Recommendation accepted. Clearing accounts are presenty being reviewed on a monthly basis.
3. According to the Municipal Financial Reporting Handbook, "expenditures should be recognized in the accounting period in which they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay." In the course of our testing we found examples where a payable was set up as at December 31, 1989 yet no goods or services were received until after 1989.	Accounting for expenditures and payables should follow the policies set out in the Municipal Financial Reporting Handbook. Thus, expenditures should not be recorded and payables should not be set up unless the goods or services have been received.	Ministry guidelines are being followed in these areas; the two examples cited were inadvertently set up in 1989.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
PURCHASES		
Previously Reported Weaknesses		
1. Invoice Package		
During the course of our audit, we found that some invoice packages did not contain departmental approval. If this is accepted as common practice, it could lead to the making of improper purchases.	Ensure that purchases requiring departmental approval are approved by the department before issuing payment.	Improper departmental approval is not accepted as common practice; Accounts Payable ensures that invoices are properly approved before payment.
2. Purchase Orders		
We noticed that some of the information required on a purchase order, for example, council approval dates, was not entered into the computerized system. This could cause problems if the information is accessed at a later date as the file would be incomplete.	All information on purchase order should be entered into the system.	Buyers have been reminded by the Manager of Purchasing that specific approval levels, ie Council, C.A.O., etc., be entered on the PCM (Purchase Order Header and Line Comments) Screen for each purchase order.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
HAMILTON PUBLIC LIBRARY		
Previously Reported Weaknesses		
1. For Library purchases, there were some cases where purchase orders were being set up after the goods are ordered. Thus, there was no authorization of the purchase before the order was made. This could result in items being ordered in error.	Purchase orders should be set up and authorized before the goods are ordered.	In those cases that purchase orders are TYPED UP after ordering goods, verbal authorization has been given and details noted before ordering. Procedures will be changed such that all purchase orders are prepared and authorized before ordering goods.
2. Book purchase orders are all eventually destroyed. Thus there is no proof of ordering after one year. This would make possible queries about orders difficult to answer.	One copy of the purchase order (pink copy) should be attached to the invoice package.	All items on the invoices are checked against the authorized purchase order ensuring that the Library only pays for materials ordered. Book purchase orders are only destroyed one year after receipt of material.
3. For library purchases there were some cases where there was no written documentation that the goods or services were received. Many times the library staff simply know that the goods or services have been received. Thus payment could be made for goods or services that have not been received.	Receiving documentation and/or packing slips should be retained for all goods or services received. This documentation should be forwarded to the Central Library office if from the branches. At the Central Library office and/or technical services, receiving documentation should be matched with and attached to the invoice before payment. If there is no receiving documentation, then "Received" should be recorded on the invoice.	Recommendation accepted.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
MUNICIPAL NON-PROFIT (HAMILTON) HOUSING CORPORATION		
Previously Reported Weaknesses		
1. During the course of our audit, it was discovered that not all payments made by Kiwanis have an invoice approved by the Maintenance Manager. This could result in improper payments being made.	The Maintenance Manager should approve all invoices before they are paid.	Recommendation accepted. The Maintenance Manager is now approving all invoices before they are paid.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
GENERAL		
1. In the course of our audit work we discovered that not all journal vouchers are properly approved. For example, there were some journal vouchers that were signed by the preparer only. Others were signed by the same person under "prepared by" and "approved by. "In addition we noticed a number of journal vouchers without appropriate back-up in support of the entry. This could result in an incorrect entry being recorded.	A formal system for review and approval of journal vouchers should be implemented and followed up on a regular basis. For example, journal vouchers prepared by a staff member should be reviewed and approved by that person's supervisor. Journal vouchers prepared by a supervisor should be reviewed and approved by a manager. Journal vouchers prepared by a manager should be reviewed and approved by another manager or the Treasurer. In all cases, the manager of accounting should review and approve the journal voucher. Journal vouchers should not be accepted for input into the system until all required signatures are present.	This process is being reviewed by the Manager of Internal Controls and a refined procedure will be in place in 1990.
2. We noticed that there is a centre RF in the Available Funds Report that is not used.	The centre RF should be deleted.	Fund RF has been deleted in 1990. Fund identifiers can only be inactivated during the year and deleted at year end.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
INVESTMENTS		
1. Long-term current investments are recorded at face value. The accounting policies set out in the notes indicate that investments are recorded at cost.	Long-term current investments should be recorded at cost with any discount or premium over face value being amortized to income over the life of the investment.	It is our opinion, that the amount of discount and/or premium on long-term investments are not material enough to warrant recording the investments at cost and the amortization of any difference over the life of the investments. Notes to the financial statements will be amended to reflect this procedure.
2. During the course of our audit work it came to our attention that some investments were improperly classified between municipal and provincial on the Financial Information Return. Proper classification of investments is required by the Ministry of Municipal Affairs in order to ensure municipalities comply with legal requirements.	Investments should be properly classified as to type. (Canada, Provincial, Municipal, Other)	Recommendation accepted. Procedures will be developed to ensure that investments are properly classified for publication in the Financial Information Return.
3. Accrued interest on long-term investments has not been recorded for any of the special funds. This is contrary to the accounting policies set out in the notes to the financial statements.	Accrued interest should be recorded for all long-term investments.	Interest on long-term investments for special funds will be accrued where it is determined that the amounts are material.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
TAXATION		
1. In the course of our audit it came to our attention that there is no copy of the 1989 tax roll for Ward 8 and a portion of Ward 7.	Tax rolls are an important document and at least one copy (in addition to off-site back-up) should be retained.	Recommendation accepted. This problem will be reviewed with information systems to determine if a report can be produced for Ward 8 and a portion of Ward 7 which will duplicate the information included in the tax rolls.
2. The business tax receivable listing is not reconciled to the general ledger on a timely basis. This could result in undetected problems with respect to collection of business taxes.	The business tax receivable listing should be reconciled to the general ledger on a regular monthly and timely basis.	Recommendation accepted. Reconciliations are being done on a monthly basis.
3. As a result of testing the adjustment vouchers for realty and business taxes, we noticed that all are not signed showing proof of authorization. This could lead to unauthorized adjustments being made.	Tax adjustment vouchers should be authorized as well as being signed by the preparer. Authorization should be by someone other than the preparer (i.e. Supervisor of Taxation).	Recommendation accepted. The manager of Revenues has advised the taxation staff that all adjustment vouchers must be authorized by the appropriate level of authority.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
ACCOUNTS PAYABLE		
1. Included in accounts payable account excess funds -- OMERS is a large credit. This item is not a payable as it is an actuarial surplus.	This actuarial surplus should either be recorded as revenue or included as a reserve for future pension costs. Council should agree to a plan of action.	Approval is being sought in 1990 to set up as a reserve for future pension costs.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
REVENUES		
1. Adequate control over completeness of parking violation tickets does not exist. Pre-numbered tickets are obtained from traffic by By-law officers. The tickets are handed into the traffic department daily. There is no procedure to ensure that all tickets issued to By-law officers are returned. Thus, it is possible that some tickets (revenue) may not be recorded.	By-law officers should sign for tickets when they are received. The completed tickets should be reconciled to the tickets issued on a regular basis (e.g. weekly, monthly) to ensure all issued tickets are returned.	This practice of parking control officers signing for tags is presently in place. Each officer is required to sign for every book of parking violation tags which is removed from the supply. The parking violation section of Treasury Department has a computer record of all parking tags which are issued or withdrawn. Parking tags which are deleted, damaged, etc. are recorded manually, but are not entered into the computer records.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
PAYROLL		
1. In the course of our audit we observed that some time cards were not signed authorizing hours worked. This could result in an employee being paid for hours not worked.	All time cards should be approved by a responsible individual authorizing hours worked.	Recommendation accepted.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
TRUST FUNDS		
1. OHRP The monies received from loan repayments are deposited into the City's general bank account. From time to time, transfers are made between the general bank account and the OHRP bank account. These transfers were recorded (before adjustments made) as receipts. The receipt of the money has been recorded with the repayment of the loan. Recording the transfers between bank accounts is double counting.	Accounting for receipts and expenditures should be done properly. Transfers between bank accounts should not be recorded as receipts or expenditures.	The process requires that a separate Trust Fund be maintained for excess funds within the OHRP program. As a result, the City makes periodic transfers based on the net position and allowances are made for applicable interest adjustments. This is the most efficient manner in handling the fund and in our opinion there is not duplication involved and this method of accounting has been approved by the Provincial Auditors.
2. Note 1 to the financial statements states that receipts and expenditures are reported on the accrual basis of accounting. This means that accrued interest should be set up at year end. This was done by audit entry.	Staff responsible for the preparation of trust fund financial statements should ensure that all required accruals are made at year end.	Interest on long-term investments for special funds will be accrued where it is determined that the amounts are material.
3. We noticed that some investments were misclassified in various trust funds (e.g. bankers acceptances were classified as Investments - Municipal Own rather than Investments - Other).	Investments should be properly classified for financial statement purposes.	Recommendation accepted. Procedures will be developed to ensure that investments are properly classified for publication in the Financial Information Return.
4. We noticed that the trust fund accounts are not in a separate centre in the Available Funds Report. Since trust funds are similar to a separate entity and to make accounting for them a little easier, a separate centre should be set up in the Available Funds Report.	Consideration should be given to creating a separate centre to record Trust Fund transactions.	The trust funds are presently in a separate centre in the Available Funds Report.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
TRUST FUNDS (continued)		
5. A number of people are responsible for accounting for the various trust funds. It may be more efficient in the preparation of the financial statements if only one person did the accounting for the trust funds.	Consider assigning the responsibility of accounting for the trust funds and preparing the financial statements to one person.	The responsibility for the administration and accounting for the various Trust Funds has been assigned on the basis of expertise in these areas. The delegation of this authority has been deemed to be the most effective means of administration.

	OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
PARKING AUTHORITY			
1.	Monthly parking revenue is collected in advance and recorded when collected. Failure to defer this revenue is contrary to the accounting policies set out in the notes to the financial statements.	Revenue from monthly parking fees should be deferred until the month in which they are earned.	Recommendation accepted.
2.	In the course of our audit it came to our attention that some invoices were not authorized, as evidenced by signature on the stamp imprinted on the invoice. This could result in improper purchases occurring.	All invoices should be authorized, by proper designated personnel before payment being made.	Recommendation accepted.
3.	Purchase order numbers were not always written on invoice stamps, making it difficult to ensure a purchase order exists. Thus, it is possible that invoices could be paid for which no purchase was made.	Invoices should be cross referenced to the purchase order by including the purchase order number on the invoice stamp.	Recommendation accepted.
4.	In the course of our audit we noticed 2 instances where crew cards were not signed authorizing hours worked. This could result in an employee being paid for hours not worked.	All crew cards should be signed by an appropriate individual authorizing hours worked.	Recommendation accepted.
5.	Invoices relating to interest payments due to suppliers are not kept. This makes it difficult to reconcile accounts with suppliers.	All invoices should be retained in order that disputes with suppliers can be reconciled.	Recommendation accepted.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
HAMILTON PUBLIC LIBRARY		
1. Interest was not accrued on trust fund investments as at December 31, 1989. This is contrary to the accounting policies set out in the notes to the financial statements.	Interest should be accrued on trust fund investments.	Interest on long-term investments for special funds will be accrued where it is determined that the amounts are material.
2. Some payroll and benefit clearing accounts contained unreconciled amounts at the year end.	All clearing accounts should be reviewed and reconciled on a regular basis (monthly).	Recommendation accepted.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
HAMILTON MUNICIPAL RETIREMENT FUND		
1. There were a number of accounts payable and accrued liabilities not recorded at year end (e.g. administration charges).	Accounts payable and accrued liabilities should be recorded for expenses incurred to year end.	Certain liabilities are not known at year-end; consultants will be requested to provide year end actuals in time to set up as liability in current year.
2. The interfund balance with the Corporation of the City of Hamilton did not agree at year end.	The interfund balance should be reconciled on a regular basis (monthly) by a member of the Treasury Department. Any differences should be followed up promptly.	Recommendation accepted. Reconciliations will be done on a monthly basis.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
HAMILTON HOUSING COMPANY LIMITED		
1. Invoices were not always approved by management (i.e. on the invoice stamp). This can result in amounts being paid at improper amounts or for goods and services not received.	Invoice stamps should be filled in and signed by management approving the invoice.	Recommendation accepted. All invoices will be stamped and authorized.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
MUNICIPAL NON-PROFIT (HAMILTON) HOUSING CORPORATION		
1. As the corporation grows by taking on more projects, the need for timely accounting information becomes more important. As a result, the accounting information should be up-to-date and accurate. This should improve as there is a full-time accountant for the Corporation in 1990.	Financial statements should be prepared regularly (at least quarterly) for review by the Board.	The Board of Directors will be receiving quarterly financial statements of operation for the period ended September 30, 1990 and thereafter.
2. Information is provided by Kiwanis monthly to the Corporation and recorded. It is important that the information be reviewed for accuracy and reasonableness before it is recorded.	Information received from Kiwanis should be reviewed for accuracy and reasonableness before being recorded. e.g. the calculation of the amounts sent to the City for deposit should be reviewed and checked. Any questionable items or errors should be discussed and reviewed with Kiwanis.	Variance analysis on all budgeted items will be adopted on and undertaken on a monthly basis.
3. Some manual cheques prepared by Kiwanis were not recorded at year end. This could lead to inaccurate information concerning cash resources or to unauthorized or unknown cash withdrawals.	Ensure that all cheques are used in numerical sequence and that all cheques are recorded.	Recommendation accepted. All cheques will be used in numerical sequence and recorded appropriately.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
MUNICIPAL NON-PROFIT (HAMILTON) HOUSING CORPORATION (continued)		
4. Term deposits relating to the last month's rent deposit were not reinvested at year end and thus were not earning interest. The proceeds from the term deposits were in the bank account managed by Kiwanis. This bank account earns little or no interest. When a tenant leaves, he is entitled to his last month's rent deposit plus 6% interest per year compounded. If these deposits are not invested and earning interest, the Corporation may not be able to finance the last month's rent plus interest.	The last month's rent deposits should be invested in a separate bank account or term deposit to earn interest of at least 6% per annum. These funds should be segregated to ensure that there is an adequate balance to cover these deposits plus interest and that the money is not used for operations.	On January 1, 1990 Kiwanis transferred $ 70,541 which represented the last month's rent deposits, to the City. These funds are shown separately on the Non-Profit Housing Book and have been invested and are earning interest at the highest current rate available.
5. Cheques issued by Kiwanis with only one signature were being cashed by the bank. This could lead to unauthorized payments.	Ensure that two signatures are present on all cheques. Encourage the bank to return cheques with only one signature.	Control procedures at Kiwanis have been reviewed and changed to ensure cheques will be only released if two signatures are present, and the bank has been contacted. The bank has assured us that in the future only cheques with two signatures will be honoured.
6. Some invoices at Kiwanis were not stamped or authorized. This may lead to payment of unauthorized purchases or payments.	Ensure all invoices are authorized indicating receipt of goods or services and authorization of amounts.	Recommendation accepted. All invoices will be stamped and authorized.

OBSERVATION OF EXISTING SYSTEM	RECOMMENDATIONS FOR STRENGTHENING SYSTEM	MANAGEMENT COMMENTS
MUNICIPAL NON-PROFIT (HAMILTON) HOUSING CORPORATION (continued)		
7. There are several units where no last month's rent deposit has been paid. This implies that the last month's rent will have to be recovered from the tenants when they leave. The last month's rent collected at the beginning of the term of rental ensures that the tenant does not leave without paying rent for the last month. Not collecting the last month's rent may lead to bad debts.	Ensure that the last month's rent is collected at the beginning of the rental period for all new tenants. For current tenants who have not paid their last month's rent, there should be a follow-up done and the money collected before the tenant moves out.	The units that do not have last month's rent deposits are the rent-geared-to-income units. According to O.H.C. policy, these units are not required to present the last month's rent deposit.
8. At year end, the due to/from the City of Hamilton did not agree to the City's records.	The interfund balances should be reconciled regularly (monthly) and any discrepancies followed up and corrected on a timely basis.	Recommendation accepted. Interfund accounts are presently being reconciled on a monthly basis.
9. At December 31, 1989 rents receivable totalled $ 38,804. Of this amount, approximately $ 17,500 were older than 90 days. Kiwanis has been following up on these receivables. According to the Ministry of Housing, an allowance for doubtful accounts cannot be set up because the payments by the Ministry are based on actual amounts. Thus, the old receivables will sit on the books until they are written off.	That on a regular basis (quarterly, monthly) the Board of Directors and City staff for the corporation be made aware of all old rents receivable. The Board should follow up the actions being taken by Kiwanis and/or the City and recommend any uncollectible accounts for write-off.	A review of this observation indicated that accounts are written-off when a tenant leaves the project. Kiwanis staff together with their solicitors have developed a comprehensive collection process to deal with overdue accounts.

F. (i)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 2 8 1990

DATE: 1990 November 28

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: P. Noé Johnson,
City Solicitor

SUBJECT: Fee For Treasurer's Tax Certificate

RECOMMENDATION:

That the attached by-law be enacted by City Council.

P. Noé Johnson

FINANCIAL/STAFFING/LEGAL IMPLICATIONS: N/A

BACKGROUND:

With the adoption of Section 16(b) of the 26th Report of the Finance and Administration Committee, City Council at its meeting held on the 27th day of November 1990, recommended that the City Solicitor prepare the necessary by-law to amend By-law No. 71-69, to provide for the increase in the fee charged for the issuance of a Treasurer's Tax Certificate from $10.00 to $15.00, effective January 1, 1991.

c.c. Mr. E. C. Matthews,
City Treasurer

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 90-

To Amend:

Municipal Tax Levy By-law No. 71-69

Respecting:

FEE FOR TREASURER'S TAX CERTIFICATE

WHEREAS section 408 of the Municipal Act, R.S.O. 1980, Chapter 302 provides that an amount may be charged for the cost of a search and certified statement of arrears due on the land on each separate parcel except to any person who forthwith pays his taxes;

AND WHEREAS it is desirable to charge the amount of $15.00 in place of the present charge of $10.00.

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. Subsection 18(3) of By-law No. 71-69, as re-enacted by section 1 of By-law No. 85-7, and amended by By-law No. 87-353, is further amended by striking out $10.00" at the end of the second line and inserting in lieu thereof "$15.00".

2. This by-law comes into force on the 1st day of January 1991.

PASSED this day of A.D. 1990.

City Clerk Mayor

(1990) 26 R.F.A.C. 16(b), November 27

F. (ii)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 26

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Ms. Patrice Noé Johnson
City Solicitor

SUBJECT: **BY-LAW TO AMEND MARKET BY-LAW NO. 81-180 RESPECTING FEES**

RECOMMENDATION:

THAT THE ATTACHED BY-LAW BE ENACTED BY CITY COUNCIL

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

Item 20 of the 25th Report of the Finance and Administration Committee, adopted by Council at its meeting of November 13th, 1990 approved the increase of Hamilton Farmers' Market fees by 5%. The attached by-law raises the fees for usage of Hamilton Farmers' Market by 5%, rounded to the nearest dollar.

SCHEDULE "B"

To By-law No. 90-

SCHEDULE "B"
(Section 7)

PART 1 : PRODUCERS AND DEALERS FEES

Stand Number	Location	Amount of Producers and Dealers Fees Per Month	Per Day
1 to 8	(Refrigeration Units)	$265.00	N/A
12 to 18	(Refrigeration Units)	$265.00	N/A
22	(Refrigeration Units)	$265.00	N/A
9,10,11	(Refrigeration Units)	$221.00	N/A
19,29,21	(Refrigeration Units)	$221.00	N/A
23 to 46	RAMP	$154.00	$24.00
47 TO 62a	North Wall - Main Floor	$154.00	$24.00
63 to 70	West Wall - Main Floor	$154.00	$24.00
71 to 95	South Wall - Main Floor and Under Ramp	$154.00	$24.00
96 to 100	Loading Docks (from 7:30 a.m. to 4:00 p.m.)	$154.00	$24.00
101 to 111	East Wall - Main Floor	$154.00	$24.00
112 to 143	Stands in Middle from East to West (North Side)	$154.00	$24.00
144 to 175	Stands in Middle from West to East (South Side)	$154.00	$24.00
30a, 35a, 37a, 46a		$ 85.00	$11.50
70a, 72a		$ 65.00	$11.50
92		$217.00	$24.00
176	Coffee Shop	$308.00	N/A

PART 2 : DEALERS FEES PAYABLE IN ADDITION TO FEES PAYABLE UNDER PART 1

Stand No.'s	Dealers Fees per Annum
1 to 76	$89.00

PART 3 : PRODUCERS AND DEALERS FEES FOR ADJACENT STANDS

Fee for one stand when available, immediately adjacent to a stand for which an annual fee is paid in advance.....$7.00 per day.

PART 4 : FRIDAY MARKET FEES

8 FT. Refrigeration Unit .....$17.00 per day
12 FT. Refrigeration Unit .....$21.00 per day
Regular Stands .....$12.00 per day
Each Additional Stand .....$ 7.00 per day
Coffee Shop .....$23.00 per day
Daily Users Fees .....$21.00 per day

Bill No.

The Corporation of the City of Hamilton

BY-LAW NO. 90-

To Amend Market By-law No. 81-180

Respecting FEES

WHEREAS By-law No. 81-180, passed on the 23rd day of June 1981, provides in Schedule "B" thereof for the establishment of fees for the use of the Hamilton Farmers' Market;

AND WHEREAS Schedule "B" to By-law No. 81-180 was re-enacted and amended by By-law No. 81-267, By-law No. 82-34, By-law No. 83-024, By-law No. 84-278, By-law No. 86-60, By-law No. 86-340, By-law No. 87-324, By-law No. 87-352, By-law No. 88-269, and By-law No. 89-372;

AND WHEREAS the Council of The Corporation of the City of Hamilton, in adopting Item 20 of the 25th Report of the Finance and Administration Committee, at its meeting held on the 13th day of November 1990, directed that Market By-law No. 81-180, as amended, be further amended to revise the fees in Schedules "B" and "1", effective the first day of January 1991, as hereinafter provided;

NOW THEREFORE the Council of The Corporation of the City of Hamilton enacts as follows:

1. Schedule "B" to By-law No. 81-180, as added to by Schedule "1", and as re-enacted and amended aforesaid, is repealed, and Schedule "B" to this By-law substituted therefor.

2. In all other respects, By-law No. 81-180, as re-enacted and amended, is hereby confirmed without change.

PASSED this day of December, A.D. 1990.

City Clerk Mayor

(1990)

CHESLEY K. EARLE, P.ENG.,
GENERAL MANAGER & SECRETARY
TELEPHONE (416) 522-6611
FAX (416) 522-6570

T. W. WOODHOUSE, P.ENG.,
ASSISTANT GENERAL MANAGER
W. A. THOMAS, P.ENG.
CHIEF ENGINEER
G. DAVIDSON
TREASURER

G.

HAMILTON HYDRO-ELECTRIC SYSTEM

55 JOHN STREET NORTH, HAMILTON, ONT. L8N 3E4

November 28th, 1990

NOV 2 8 1990

Corporation of the City of Hamilton
Finance & Administration Committee
c/o Mr. John Thompson, Secretary
City Hall
71 Main Street West
Hamilton, Ontario
L8N 3T4

Dear Sir:

We have been advised by Ontario Hydro that on January 1st, 1991, our cost of power will be increased by approximately 8.8%.

With this increase in the cost of power, and our increased operating costs, our Commission has requested approval from Ontario Hydro for an overall rate increase of approximately 8.8%. This request for approval is in accordance with and required by "The Power Corporation Act of Ontario". The G.S.T., if passed by the Federal Government, will be added to all billings.

The rate increase will be effective January 1st, 1991 and will apply to all consumption on and after that date.

The increase to the average residential customer will be $4.40 per month.

Also, attached to this letter, for your information, is a copy of a newspaper notice which will be advising our customers of the rate increase if approved.

Sincerely

C. K. Earle

General Manager & Secretary
THE HYDRO-ELECTRIC COMMISSION
of the City of Hamilton

*CKE*lk*

1991 HYDRO RATES FOR THE CITY OF HAMILTON

The Hamilton Hydro-Electric Commission has been notified by Ontario Hydro that wholesale electricity rates will increase by 8.8% on January 1, 1991. As a result of this increase, which is a major portion of our expenditures, and an increase in our own electricity distribution costs, Hamilton Hydro has received approval from Ontario Hydro for an average 8.8% increase to our customers, also effective January 1, 1991.

The rate increase is necessary to accomplish distribution system upgrades to maintain and improve reliability, meet environmental concerns and accomplish pay equity initiatives.

As part of our continuing commitment to the environment, Hamilton Hydro has initiated programs to remove and decontaminate all PCB contaminated transformer mineral oil on our system and to remove or contain all asbestos on our system.

The increase for the average residential customer will be $4.40 per month.

Bills for all customers will be calculated on a proportionate basis in order that electricity consumed prior to January 1, 1991, is billed at existing rates. Energy consumed after January 1, 1991 will be billed at the new rates.

**G.S.T. WILL BE CALCULATED ON YOUR TOTAL ACCOUNT. IT WILL BE SHOWN AS A SEPARATE ITEM ON ALL BILLINGS.

B(iii)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 2 8 1990

DATE: 1990 November 28

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. T. Bradley
Manager of Purchasing

SUBJECT: REPLACEMENT OF FIRE PACKAGE BODIES ON TWO TRIPLE COMBINATION PUMPERS, HAMILTON FIRE DEPARTMENT

RECOMMENDATION:

a) That a purchase order be issued to Contran Manufacturing, London, in the amount of $107 998, to replace Fire Package Bodies on two Triple Combination Pumpers for the Hamilton Fire Department, in accordance with Vendor's quotation, and that this expenditure be financed from the Reserve for Major Vehicle Repairs Account No. CH25200 00103.

b) That a contract be entered into satisfactory to the City Solicitor.

T. Bradley, Manager of Purchasing

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:
N/A

BACKGROUND:
In April of 1990 we tendered for two similar fire packages for pumpers. We received two bids. An analysis of these two bids is attached.

The recommended supplier has done an excellent job on the supply and installation of the packages. Because the other bidder was unacceptable, we are therefore recommending Contran's proposal to do this work again at the same price as bid in April, 1990. At that time 23 suppliers were invited to bid and only 2 responses were received.

See attached recommendation from the Hamilton Fire Department.

c.c. City Solicitor's Department
Accounts Payable

HAMILTON FIRE DEPARTMENT

ADMINISTRATION DIVISION

MEMORANDUM

****

TO: Mr. T. Bradley
Manager of Purchasing
Treasury Department

YOUR FILE:

FROM: Chief G. Baker
Fire Chief
Hamilton Fire Department

OUR FILE:
PHONE: 546-4596, Ext. 11

SUBJECT: Replacement of Fire Pak Bodies
Pump 11 (#1662) and Pump 10 (#1663)

DATE: 1990 November 7

Contran Manufacturing of London, Ontario has the present contract to replace the Fire Pak bodies on Pump 4 (#1660) and Pump 7 (#1661).

Contran has made the following proposal to the Hamilton Fire Department. If the City of Hamilton would consider waiving the tender process concerning the future replacement of Fire Pak bodies on Pump 10 and Pump 11 and guarantee Contran the contract, they would complete the work required for the tender price submitted ($107,998) in the 1990 proposal.

It is my opinion, considering the quality of workmanship demonstrated by Contran Manufacturing, that we take advantage of their proposal which would result in a substantial saving to the City of Hamilton.

G. BAKER
CHIEF

THE CORPORATION OF THE CITY OF HAMILTON
HAMILTON FIRE DEPARTMENT
55 KING WILLIAM STREET
HAMILTON, ONTARIO L8R 1A2

PHONE (416) 522-1155
FAX (416) 528-3344

1990 November 6

Chief G. Baker
Hamilton Fire Department

Dear Sir:

Re: Replacement of Fire Pak Bodies on Pumper 11 (#1662) and Pump 10 (#1663)

As previously reported to you, Contran Manufacturing of London, Ontario, the company currently contracted to replace the Fire Pak bodies on two Mack pumpers, has stated that if they can be guaranteed the contract for the subject pumpers not yet tendered, the price quoted in May 1990 will remain firm for the two Mack pumpers scheduled to be done in 1991.

This would result in a cost saving to the City of approximately $22,002.00.

In closing, I would like to mention that Contran Manufacturing is doing an excellent job; the workmanship is by far the best I have seen in a long time.

Yours truly,

Robert J Kay

R. J. KAY
Supervisor of Vehicle and Equipment Repairs

RJK/na

Ref: C10-4-90

THE CORPORATION OF THE CITY OF HAMILTON

TWO (2) FIRE PACKAGE BODIES FOR TRIPLE COMBINATION PUMPERS, FIRE DEPARTMENT

	UNIT PRICE	TOTAL PRICE	MAKE/MODEL	DELIVERY
Contran Manufacturing (1982) London	$53,999.00	$107,998.0	Contran Special	180 days after chassis receipt

- Bid Bond received. Agreement to Bond not submitted

C. E. Hickey & Sons Co. Hamilton	$59,276.00	$118,552.00	Custom Aluminum Modular	224 days

- Bid Bond and Agreement to Bond submitted

UNABLE TO BID - Hamilton Mack
Anderson's Engineering
Amertek Inc.
Saulsbury Fire Equipment

OFFICIALS IN ATTENDANCE - T. Murray, Alderman
K. Avery, City Clerk
T. Bradley, Manager of Purchasing

C(i)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 2 1 1990

DATE: 1990 November 19

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: K. E. Avery
City Clerk

SUBJECT: **USE OF CITY HALL FOYER - CITY HALL CHRISTMAS CAROL PROGRAM**

RECOMMENDATION:

That permission be granted to hold the City Hall Christmas Carol Program on the second floor foyer of City Hall on Friday, 1990 December 21 from 9:00 o'clock a.m. to 10:30 o'clock a.m.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

BACKGROUND:

This program will mark the fifty-eighth Civic and Region Employees' Christmas Carol Service and will feature the "Voices of City Hall", an employee choir.

c.c. Mrs. S. Glover
City Clerk's Department

C(ii)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 26

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. K. E. Avery
City Clerk

SUBJECT: **Use of Council Chamber and Room 219**
1991 World Day of Prayer

RECOMMENDATION:

That permission be granted to the Women's Inter-Church Council to use the Council Chamber and Room 219 for their annual World Day of Prayer service from 11:30 a.m. to 4 p.m. on Friday, 1991 March 1.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

N/A

cc: *Mayor's Office*
Mr. R. Swan, Manager, Property Maintenance Division
Mrs. R. Morrison, City Clerk's Office
Information Desk
File

HAMILTON & DISTRICT WOMEN'S INTER-CHURCH COUNCIL

NOV 16 1990

November 14, 1990

John Thompson, Secretary
Legislation Committee
The Corporation of the City of Hamilton
Office of the City Clerk
City Hall
Hamilton, Ontario
L8N 3T4

Dear Mr. Thompson:

Plans are now being made for the 1991 World Day of Prayer service. This year's service has been planned by the women of Kenya, with the theme, "On the Journey Together". The date is Friday, March 1st, 1991.

We have appreciated the co-operation of the City of Hamilton in past years in providing time and space for a service to be held at City Hall.

I would like to reserve the Council Chambers to be utilized for the World Day of Prayer service, to be held at 12:00 o'clock noon on Friday, March 1st, 1991.

In the past, we have had the availability of the Council Cambers and Room 219 from 11:30 a.m. to 4:00 p.m. This would again be most convenient for us.

On behalf of the Women's Inter-church Council, I thank you for consideration of this request.

Sincerely,

Marjorie Simmonds

Marjorie Simmonds
Chairperson, World Day of Prayer
Women's Inter-Church Council
45 Wellwood Street
Hamilton, Ontario
L8T 3X2
385-0984
521-1660

cc. Mrs. Grace Weise
Area Co-ordinator

D.(2)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 30

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: John Johnston
Commissioner of Human Resources

SUBJECT: **Staffing Classifications - Treasury Department**

RECOMMENDATION:

That the salary classifications for the following non-union positions in the Treasury Department be approved in accordance with the recommendation made by City Core Group.

POSITION TITLE	FUNCTION	GRADE	SALARY
Manager of Internal Controls/Property/ Taxation Project Co-ordinator	Perform an independent function within the City's organization to examine and evaluate its activities as a service to management; thus providing information about the adequacy and effectiveness of the organization's internal control and performance. Temporarily assigned responsibility for the co-ordination and direction of the implementation of a Realty and Business Taxation System capable of meeting the current and future requirements of the City and other users. *As of January 1, 1993 the position reverts to salary grade "H".	G*	$55,823.56 - $65,796.64
Financial Analyst	Assist in performing an independent appraisal function to examine and evaluate and provide information concerning the adequacy and effectiveness of the organization's internal control and performance.	L	$39,040.04 - $45,972.16

GST Financial Analyst	Research, analyze, recommend and implement policies and procedures related to the GST scheduled to be effective January 1, 1991 for a six month period.	N	$33,932.08 - $40,013.48

for John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The financial impact for the project co-ordination of the Property/Taxation System is being met through a reserve account. Funds have been allocated in a Reserve Account approved by Council in October, 1989 for the Project financing and the in-house staff to develop and implement the project. The financial impact for the GST Financial Analyst position is being financed for a one-time provision from the Reserve for Contingency for additional temporary staffing.

BACKGROUND:

At its meeting on May 24th, 1990 the Finance and Administration Committee approved the development and implementation of a replacement Property/Taxation System. At its meeting on November 22nd, 1990 the Finance and Administration Committee approved additional temporary staffing to implement the G.S.T. policies and procedures.

D. (ii)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 29 1990

DATE: 1990 November 29

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: John Johnston
Commissioner of Human Resources

SUBJECT: **Staffing Classification - Mayor's Office**

RECOMMENDATION:

That the salary classification for the following non-union position in the Mayor's Office be approved in accordance with the recommendation made by City Core Group members.

POSITION TITLE	FUNCTION	GRADE	SALARY
Administrative Assistant II	To establish Mayor's Agenda and assist Mayor's staff in most aspects of office operations.	O	$30,526.60 - $35,877.92

John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The financial impact of this classification is being met through the Department's general operating budget and the intent to remain within the present staffing allocation of the office.

BACKGROUND:

This position has been re-evaluated to more accurately reflect the increased responsibilities by the employee involved. Accordingly, a title change is being recommended to Administrative Assistant II.

D.(iii)

CITY OF HAMILTON

— RECOMMENDATION —

DATE: 1990 November 30

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. J. Johnston
Commissioner, Human Resources

SUBJECT: Staffing Classifications - Culture & Recreation

RECOMMENDATION:

That the salary classifications for the following non-union position in the Culture & Recreation Department be approved in accordance with the following recommendation.

POSITION TITLE:	FUNCTION:	GRADE:	SALARY:
Communications Co-ordinator	To promote internal and external communications through research, fundraising, and development of marketing strategies.	"K"	$42,566.68 $50,107.20
Curatorial Assistant	To assist in the preservation, security and safety of the museums' collections and buildings	"O"	$30,526.60 $35,877.92

John Johnston

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

Funding exists in the current operating budget to meet the additional costs.

BACKGROUND:

The new position of Communications Co-ordinator was presented to and approved by the Parks and Recreation Committee on October 9 1990, based on the increasing need to cultivate positive advertising revenues to assist in the delivery of services to the community. It was found that much time was consumed by other senior members of the department to meet this need.

The creation of the position of Communications Co-ordinator will not result in

an increase in staff complement as it is intended that one position will be eliminated through attrition.

At its meeting of November 20, 1990 the Parks and Recreation Committee approved the addition of a curatorial assistant position at Dundurn Castle and the deletion of a custodian position. The care of Dundurn Castle and its collections requires expertise and knowledge in keeping with sound museological practices. Dundurn, the largest site within the City structure, is the only museum that does not have a staff position that primarily deals with curatorial functions under the Curator's direction.

D. (iv)

CITY OF HAMILTON

- INFORMATION -

DATE: 1990 November 30

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments to and Terminations from Permanent Positions Listing

BACKGROUND:

In order to comply with the new Municipal Freedom of Information and Protection of Privacy Legislation, effective January, 1991, the column entitled Rate will be deleted.

for John Johnston

D.(v)

CITY OF HAMILTON

- RECOMMENDATION -

NOV 29 1990

DATE: 1990 November 28

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. John Johnston
Commissioner of Human Resources

SUBJECT: Appointments To and Terminations From Permanent Positions with the Corporation of the City of Hamilton

RECOMMENDATION:

That the attached listing of Appointments To and Terminations From Permanent postions with the Corporation to November 23, 1990 be approved.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

n/a

BACKGROUND:

for John Johnston

THE CORPORATION OF THE CITY OF HAMILTON

TERMINATIONS FROM PERMANENT POSITIONS

NAME	CLASSIFICATION	DEPARTMENT	REASON	LENGTH OF SERVICE	EFFECTIVE DATE
Mr. Homer Babin	Traffic Serviceman/ Woman II	Traffic	Resigned	9 years	09/11/90
Mr. John Gyurko	Draftsman/Woman I	Property	Terminated	13 years, 5 months	29/10/90

Prepared 23/11/90

THE CORPORATION OF THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

NAME	CLASSIFICATION	DEPARTMENT	REASON HIRED	SALARY SCHEDULE	RATE	EFFECTIVE DATE
Ms. Pamela Beam	Parking Control Officer (B-5)	Traffic	Replacing Mr. J. Gubbins - promoted	$25,352.60 to $29,666.52	$26,214.76 per annum (2 of 5)	12/11/90
Mr. Ross Blair	Lieutenant (C-7)	Fire	Replacing Mr. G. Colbourne - deceased	$51,063.31	$51,063.31 per annum (1 of 1)	18/11/90
Ms. Wendy Crevier	Traffic Planning Technologist (A-12)	Traffic	Returning to former position was replacing Mr. M. White - promoted	$34,223.80 to $40,150.24	$37,442.60 per annum (3 of 5)	12/11/90
Mr. Jim Friend	Communication Operator (C-5)	Fire	Replacing Mr. J. Williams - retired	$47,199.74	$47,199.74 per annum (1 of 1)	11/11/90
Mr. James Gubbins	Parking Control Supervisor (N-2)	Traffic	Additional Staff - Council approved June 26, 1990	$33,932.08 to $40,013.48	$33,932.08 per annum (1 of 5)	29/10/90
Mr. Raymond Harkness	Labourer/Truck Driver (D-7)	Public Works	Replacing Mr. W. Moffatt - promoted	$28,593.76 to $29,009.76	$29,009.76 per annum (2 of 2)	05/11/90
Mr. Donald Inglis	Supervisor of Inspection Services (K)	Building	New Position - Council approved October 30, 1990	$42,566.68 to $50,107.20	$48,161.88 per annum (4 of 5)	05/11/90

Prepared 23/11/90

THE CORPORATION FOR THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

NAME	CLASSIFICATION	DEPARTMENT	REASON HIRED	SALARY SCHEDULE	RATE	EFFECTIVE DATE
Ms. Basia Jacobs	Invoice Checking Clerk (E-3)	Treasury	Replacing Mr. J. Whitwell - transferred	$21,062.60 to $22,755.20	$21,062.60 per annum (1 of 3)	08/11/90
Mr. Lorne LeBlanc	Parking Control Officer (B-5)	Traffic	Replacing Mr. B. McCoy - promoted	$25,352.60 to $29,666.52	$26,214.76 per annum (2 of 5)	12/11/90
Mr. Patrick McCafferty	Lieutenent (C-7)	Fire	Replacing Mr. T. Lane - promoted	$51,063.70	$51,063.31 per annum (1 of 1)	18/11/90
Mr. Alan McCandless	Lieutenent (C-7)	Fire	Replacing Mr. D. Phillips - promoted	$51,063.31	$51,063.31 per annum (1 of 1)	18/11/90
Mr. David O'Reilly	Labourer/Truck Driver (D-7)	Public Works	Replacing Mr. J. Syty - retired	$28,593.76 to $29,009.76	$28,593.76 per annum (1 of 2)	23/10/90
Mr. George Robis	Zoning Examiner & Code Correlator (A-10)	Building	Replacing Mr. H. MacMillan - retired	$31,713.24 to $37,768.64	$31,713.24 per annum (1 of 5)	28/09/90
Mr. John Spolnik	Supervisor of Inspection Services (K)	Building	New Position - Council approved October 30, 1990	$42,566.68 to $50,107.20	$42,566.68 per annum (1 of 5)	05/11/90
Ms. Penny Ulbinas	Horticultural Technical Assistant (A-12-A)	Public Works	Replacing Mr. R. Duckworth - promoted	$39,112.32 to $45,886.88	$40,888.64 per annum (2 of 5)	05/11/90

Prepared 23/11/90

THE CORPORATION FOR THE CITY OF HAMILTON

APPOINTMENTS TO PERMANENT POSITIONS

NAME	CLASSIFICATION	DEPARTMENT	REASON HIRED	SALARY SCHEDULE	RATE	EFFECTIVE DATE
Ms. Susan Vickers	Parking Control Officer (B-5)	Traffic	Replacing Mr. G. Abel - promoted	$25,352.60 to $29,666.52	$26,214.76 per annum (2 of 5)	12/11/90
Mr. John Whitwell	Clerk Typist II (E-2)	Treasury	Replacing Ms. A. Orzel - promoted	$19,756.36 to $21,283.60	$20,545.20 per annum (2 of 3)	08/10/90

Prepared 23/11/90

E. (i)

CITY OF HAMILTON

- RECOMMENDATION -

DATE: 1990 November 29

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: FINANCING OF THE ADDITIONAL FUNDING FOR THE CITY'S SHARE OF SERVICES TO BE INSTALLED IN HIGHRIDGE ESTATES - STAGE 2 AND HIGHRIDGE HILLS - STAGE 2

RECOMMENDATION:

That the additional funding for the City's share of services to be installed in Highridge Estates - Stage 2 for $200.00 and Highridge Hills - Stage 2 for $2,200.00, in the gross amount of $2,400.00, be financed from the Reserve for City's Share of Services through Unsubdivided Lands.

E. C. Matthews, Treasurer

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

(1) See above recommendation.

(2) This project is included in the preliminary 1990-1994 Capital Budget as part of Project No. 022.1 to commence in 1990 with an allotment of $2,500,000.

(3) With approval of this project, the balance of funds available for 1990 is $735,831.81.

BACKGROUND:

The Transport and Environment Committee will be considering this project for approval at the November 19, 1990 meeting.

c.c. Mr. T. Gill, Acting Commissioner of Engineering
Ms. T. Agnello, Secretary, Transport and Environment Committee

F O R A C T I O N

REPORT TO: T. AGNELLO, SECRETARY
TRANSPORT AND ENVIRONMENT COMMITTEE

FROM: E.M. GILL, P. ENG.
ACTING COMMISSIONER OF ENGINEERING

DATE: November 23, 1990
COMM FILE: 3-11.4
DEPT FILE: S708-40
S708-54

SUBJECT

1990 SERVICING EXPENDITURES RELATED TO SUBDIVISIONS

RECOMMENDATIONS

i) That additional funding for the City's share of municipal services in the following subdivisions be approved:

Subdivision	Additional Funding
Highridge Estates - Stage 2 (62M-488)	$200.00
Highridge Hills - Stage 2 (62M-603)	$2,200.00

ii) That the additional City's share of the cost of services for these developments ($2,400.00) be approved, and that the Finance and Administration Committee recommend the source of funding for these projects.

E.M. Gill, P.Eng.
Acting Commissioner of Engineering

FINANCIAL CONSIDERATIONS

Under present policies, the City of Hamilton shares the costs of installing services within subdivisions. Expenditures are incurred due to costs associated with 0.3 metre reserves and/or oversized services. In the case where 3.0 metre reserve expenditures and oversizing expenditures do not exist, the Subdivider is solely responsible for all costs within the development.

Cont'd .....

1990 SERVICING EXPENDITURES RELATED TO SUBDIVISIONS

Cont'd .....

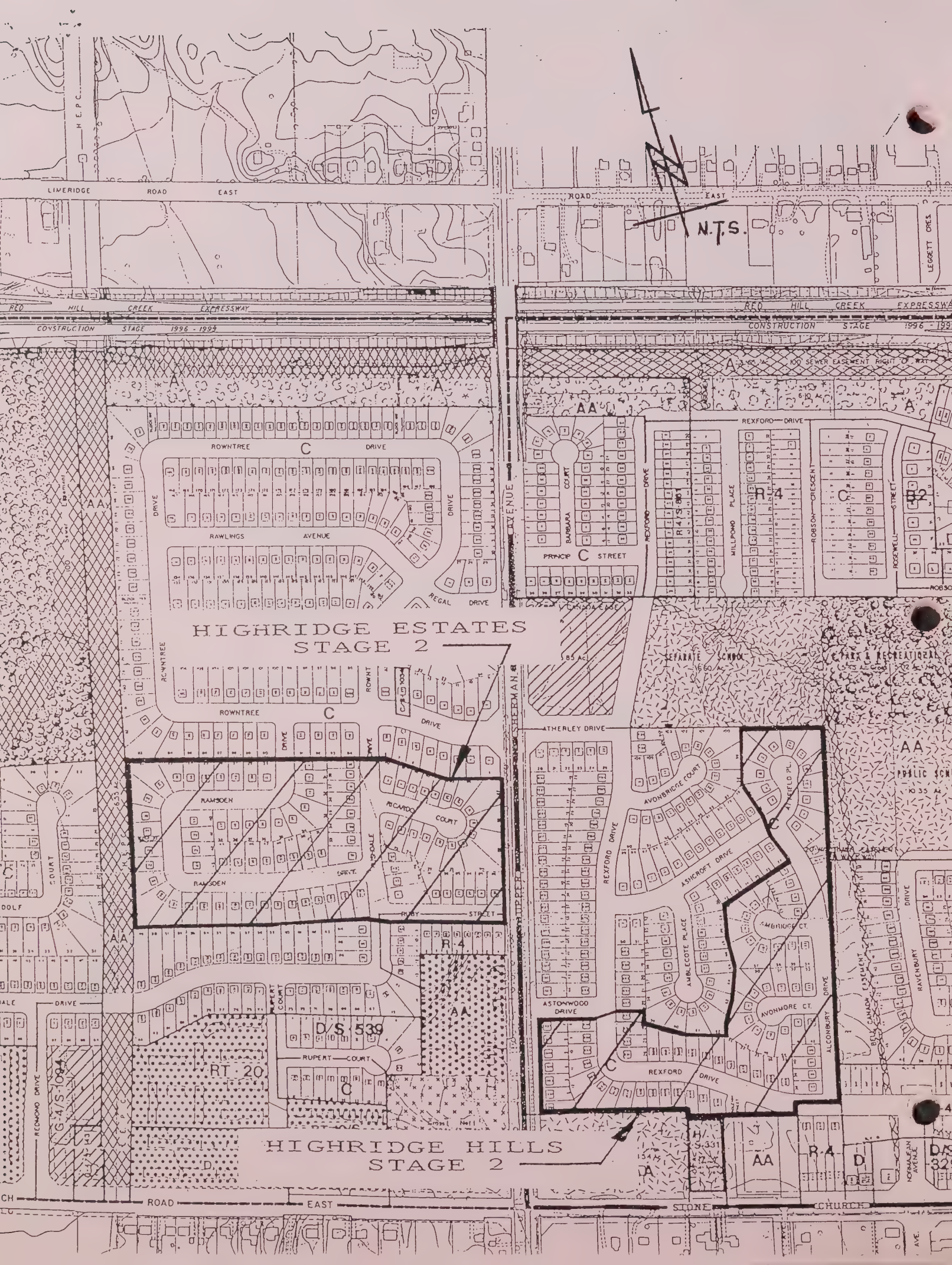
The additional cost sharing for Highridge Estates - Stage 2, plan 62M-488 ($ 200.00) and for Highridge Hills - Stage 2, plan 62M-603 ($ 2,200.00) which is being recommended for approval is in accordance with standard City of Hamilton policies. The total estimated cost of the City's share of services to be approved at this time is $ 2,400.00.

Approvals for the City's share of services in these subdivision developments have previously been given by Council. However, the actual construction costs for services in these two subdivisions were higher than the original estimates and therefore, additional monies are needed to finance the City's share of services.

DVC:ja

cc: E.C. Matthews, City Treasury Department
cc: J. Thompson, Finance and Administration Committee

NOV 27 1990


N.T.S.
LIMERIDGE ROAD EAST
RED HILL CREEK EXPRESSWAY
CONSTRUCTION STAGE 1996 - 1999
H.E.P.C.
ROWNTREE DRIVE
RAWLINGS AVENUE
REGAL DRIVE
HIGHRIDGE ESTATES
STAGE 2
SHERMAN AVENUE
REXFORD DRIVE
ROBSON CRESCENT
ROSEWELL STREET
ATHERLEY DRIVE
AVONBRIDGE COURT
ASHCROFT DRIVE
AMBRIDGE CT.
AVONMORE CT.
ASTONWOOD DRIVE
RAWSON COURT
RICARDO COURT
RUBY STREET
RUPERT COURT
RICHMOND DRIVE
HIGHRIDGE HILLS
STAGE 2
STONE CHURCH ROAD EAST
SEPARATE SCHOOL
PARK & RECREATIONAL
PUBLIC SCH
R4
RT-20
D/S 539
G-4/S-1094
H/S-331

CITY OF HAMILTON

NOV 2 1 1990 — INFORMATION —

E. (ii)

DATE: 1990 November 20

REPORT TO: Mr. J. D. Thompson, Secretary
Finance and Administration Committee

FROM: Mr. E. C. Matthews
Treasurer

SUBJECT: **SUMMARY OF REVENUES AND EXPENDITURES FOR THE TEN MONTHS ENDED OCTOBER 31, 1990 COMPARED WITH BUDGET**

BACKGROUND:

Attached is a Summary of Revenues, (Pages 1 and 2) and a Summary of Expenditures by Standing Committee (Page 3) for the period ended October 31, 1990, comparing budget to actual for 1990 and also comparing the current percentage of actual to budget with the previous year's percentage.

The attached report is the fourth status report for 1990 of the Summary of Revenues and Expenditures. As you are aware, it is over a year since the new financial system was installed by the Treasury Department covering a massive amount of information and involving a conversion to new account numbers and a shift in responsibility of "ownership" of the system from the Information Systems Department to the individual users. The system is on line - real time, which allows input to immediately update the General Ledger which can be accessed via an enquiry screen.

Development and innovation of the system is an ongoing task. Improvements and enhancements to accomplish the efficiency and effectiveness of its processing and output potential is occurring on a regular basis.

I am sending a copy of this report along with the appropriate financial information to the respective secretaries of the other three standing committees, and other committees, for their review. Each committee report contains Treasury comments.

REVENUES:

Pages 1 and 2 - Page 2, Revenues in total for 1990 are slightly lower than 1989 - 99.3% vs. 101.1% which means, overall, the position through to year end appears to be stable.

EXPENDITURES:

Page 3, Total City Expenditures for 1990 expressed as a percentage of the total approved budget are slightly higher than 1989 - 83.8% vs. 78.2% which means, overall, the position through to year end appears to be stable.

E. C. Matthews, Treasurer

Att'd.

c.c. Mrs. S. Reeder, Secretary, Planning and Development Committee
Mrs. L. Dale, Secretary, Parks and Recreation Committee
Ms. T. Agnello, Secretary, Transport and Environment Committee
Mr. J. Thompson, Secretary, Finance and Administration Committee
Mr. S. Dembe, Secretary, Hamilton-Scourge Committee
Mr. D. Carson, Executive Assistant to the Mayor
Mrs. L. Dale, Secretary, Information Systems

CITY OF HAMILTON

SUMMARY OF THE CITY REVENUES FOR THE PERIOD ENDED OCTOBER 31,1990

DESCRIPTION (1)	APPROVED BUDGET (2)	REVENUE TO-DATE (3)	PERCENT REVENUE TO-DATE CURR YR (4)	PERCENT REVENUE TO-DATE PREV YR (5)	BALANCE (6)
PREVIOUS YEAR SURPLUS	1,000,000	1,000,000	100.0	100.0	0
TAXATION					
1990 LEVY	385,806,170	385,806,170	100.0	100.0	0
SUPPLEMENTARY	5,271,730	3,290,985	62.4	139.6	1,980,745
SPECIAL ASSESSMENTS	7,422,310	7,394,004	99.6	96.9	28,306
TOTAL TAXATION	398,500,210	396,491,159	99.5	100.4	2,009,051
OTHER REVENUES					
GRANTS,SUBSIDIES	31,412,790	32,561,214	103.7	97.8	(1,148,424)
TRANSFER FROM RESERVES	1,168,240	1,168,240	100.0	100.0	0
FINANCIAL	866,180	744,887	86.0	110.7	121,293
TOTAL OTHER REVENUES	33,447,210	34,474,341	103.1	98.2	(1,027,131)

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25077	TANGERINE	BA2507
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25079	X. RED/ROUGE X.	BX2507

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